

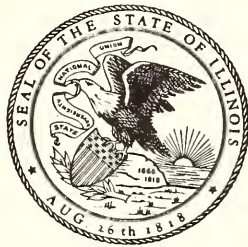






PROCEEDINGS
OF THE
Teachers College Board
OF THE
STATE OF ILLINOIS

OTTO KERNER
GOVERNOR



July 1, 1960 — June 30, 1961

[Printed by authority of the State of Illinois]

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1960-61

TEACHERS COLLEGE BOARD *

Royal A. Stipes, Jr., Chairman
Alexander Summers, Vice-Chairman (Until April, 1961)
Clarence R. Ropp, Secretary

APPOINTED MEMBERS:

1957-1963

Mr. Carl Dunbar Macomb
Mr. William E. Reed Oak Park
Mr. Clarence R. Ropp Normal

1959-1965

Mrs. Harriet Lowden Madlener Oregon
Mr. Royal A. Stipes, Jr. Champaign
Mr. Morton H. Hollingsworth Joliet

1961-1967

Mr. William E. McBride Chicago
Mr. Noble J. Puffer Northfield
Mr. Paul Stone Sullivan

EX OFFICIO MEMBERS:

Mr. James A. Ronan
Director of Finance Springfield
Mr. George T. Wilkins
Superintendent of Public Instruction Springfield

Dr. Richard G. Browne, Executive Officer
111 State Office Building
Springfield, Illinois

* The following were also members of the Board from July 1, 1960
to April, 1961:

Mr. Vernon L. Heath
Mr. Edward H. Jenison (Until January, 1961)
Mr. Alexander Summers
Mr. Chauncey B. Watson, Sr.

PROCEEDINGS OF THE TEACHERS COLLEGE BOARD

Minutes of Meetings of the Teachers College Board

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REPORT OF
EASTERN ILLINOIS UNIVERSITY

August 8, 1960

I. STUDENTS

A. University Enrollment for the Summer, 1960

	<u>Men</u>	<u>Women</u>	<u>Total</u>	<u>Total One Year Ago</u>
1. On-Campus - Full-Time				
a. Eleven-week Quarter				
Graduates	1	4	5	3
Undergraduates	<u>205</u>	<u>110</u>	<u>315</u>	<u>286</u>
Total	206	114	320	289
b. Eight-week Term				
Graduates	154	46	200	240
Undergraduates	<u>232</u>	<u>333</u>	<u>565</u>	<u>615</u>
Total	386	379	765	855
Total Full-Time	592	493	1085	1144
2. On-Campus - Part-Time				
Eleven-week Quarter	0	0	0	50
Eight-week Term	<u>64</u>	<u>81</u>	<u>145</u>	<u>19</u>
Total Part-Time	64	81	145	69
Total On-Campus Enrollment				
Individuals	656	564	1230	1213
Full-Time Equivalents			1150	1161

B. Graduates, June 4, 1960

1. A total of 268 students, 160 men and 108 women, completed the requirements for the Bachelor of Science in Education degree and were graduated as of June 4.
2. A total of 45 students, 44 men and 1 woman, completed the requirements for the Bachelor of Science degree and were graduated as of June 4.
3. A total of 6 students, 5 men and 1 woman, completed the requirements for the Bachelor of Arts degree and were graduated as of June 4.
4. One man student completed the requirement for the Junior College Diploma and was awarded a diploma on June 4.
5. A total of 18 students, 13 men and 5 women, completed the requirements for the Master of Science in Education degree and were graduated as of June 4.

II. FACULTY

A. 1959-60 Staff Changes

1. Mrs. Sarah Kiang, Faculty Assistant in the Department of Chemistry, at a salary of \$250.00 per month, beginning May 1, 1960, for three months. Mrs. Kiang is assisting with the National Science Foundation Institute and we are reimbursed by them for her salary.

B. Summer School Changes

The following corrections, additions, or deletions should be made in the summer school staff as presented in the April 25th board report:

<u>NAME</u>	<u>DEG.</u>	<u>DEPARTMENT</u>	<u>JUNE SALARY</u>	<u>JULY SALARY</u>	<u>AUG. SALARY</u>
Baker, Weldon	PhD	Chemistry	\$920	\$920	\$460
Barclay, Harriet	PhD	Botany	750	750	---
Blair, Robert	PhD	English	693.34	693.34	520
Case, Mary	MM	Lab. School	660	660	---
Cheek, Ethel	BSEd	Lab. School	660	660	---
Cox, Velma V.	MEd	Lab. School	delete	delete	---
Darling, Rex V.	DirPE	P.E. - Men	410	reg.c.	---
Gibson, Luther	BSEd	Physics	reg.c.	500	---
Goldfarb, Joel	PhD	Social Science	720	720	540
Hoops, Donald	MSEd	Audio-Visual	250	500	250
Jellison, Richard	PhD	Social Science	780	780	delete
Knott, James F.	MA	Teacher Ed.	700	---	reg.c.
Kohl, Ralph	MS	P.E. - Men	555	reg.c.	reg.c.
McDonald, Walter	PhD	Geography	820	820	820
Noorman, Jantina	MS	Lab. School	delete	delete	---
Pettypool, Charles	MS	Mathematics	---	720	720
Prybylowski, F.	MA	P.E. - Women	delete	delete	---
Shrader, Ray	MS	P.E. - Women	620	620	---
Shull, Mary B.	MM	P.E. - Women	280	280	---
Syndergaard, Rex	PHD	Social Science	840	840	---
Williams, B.A.	PHD	Social Science	720	720	---
Wood, William	PHD	Social Science	delete	delete	---

C. Leaves of Absence

1. Jack Kaley, Instructor of Men's Physical Education, leave of absence without salary for the month of June.
2. Harold O. Pinther, Assistant Professor of Men's Physical Education, leave of absence without salary for the first one-half of June.

D. Additions to Substitute Instructor List

1. Harold F. Marker, M.S.

E. Resignations

1. Mary R. Wylie, Assistant Professor of Physical Education for Women, resigned effective June 7, 1960.
2. Gerald H. Levin, Assistant Professor of English, resigned effective June 7, 1960.
3. Charles R. Hicklin, Assistant Professor of Education, resigned effective August 31, 1960.
4. Erma B. Nielsen, Instructor and Supervisory Teacher of Kindergarten for Five Year Olds, resigned effective August 31, 1960.
5. Mary Case, Instructor and Supervisory Teacher of Music in the Laboratory School, resigned effective August 31, 1960.
6. Billy G. Reid, Instructor of Business, resigned effective August 5, 1960.
7. Betty Bailey, Faculty Assistant and Supervisory Teacher of Physical Education in the Laboratory School, resigned effective June 7, 1960.

8. Harold C. Fritts, Assistant Professor of Botany, resigned effective June 7, 1960.
9. Frank W. Neuber, newly appointed Assistant Professor of Social Science, asked to be released from his contract.
10. James G. Eberhardt, Jr., Associate Professor of Library, resigned effective August 5, 1960, to accept a position in New York.
11. Julia Kilpatrick, Assistant Professor of Home Economics, resigned effective August 31, 1960, to accept a position at Northern.

F. Contracts Returned Unsigned

1. Eula Durston, Instructor and Supervisory Teacher of the Third Grade.
2. Donald Cockerill, Instructor of English.

G. New Positions

1. Thomas A. Browne, B.A., 1952, M.A., University of Minnesota, 1957, as Instructor of English, at a salary of \$660.00 per month for nine months beginning September 6, 1960. (As indicated in the April 25th Board Report, this position was offered to Donald Cockerill, but he did not accept.)
2. Leonard C. Wood, B.S.Ed., Pennsylvania State College, 1947; M.A., 1948, Ph.D., University of Pennsylvania, 1960; as Assistant Professor of Social Science at a salary of \$760.00 per month for nine months beginning September 6, 1960.
3. Stuart L. Penn, B.A., Wayne University, 1943; M.A., 1951, Ph.D., Yale University, 1957; as Associate Professor of Philosophy at a salary of \$840.00 per month for nine and one-half months beginning August 22, 1960.
4. Robert F. White, Jr., A.B., University of North Carolina, 1946; M.A., Columbia University, 1950; Ph.D., University of Pennsylvania, 1958; as Assistant Professor of English at a salary of \$780.00 per month for nine months beginning September 6, 1960.
5. David T. Baird, M.A., Instructor and Director of High School Relations, at a salary of \$720.00 per month beginning August 21, 1960. (Position approved April 25, 1960.) This is a correction in the beginning date.
6. Robert C. Timblin, B.A., University of Illinois, 1946; M.A., 1947; Graduate study, 1958-60; as Assistant Professor of Social Science, at a salary of \$740.00 per month for nine months beginning September 6, 1960.

H. Replacements

1. James P. Roy, B.A., Concordia College, 1952; M.A., State University of Iowa, 1957; Graduate study, Pennsylvania State University, 1958-60; as Assistant Professor of Art at a salary of \$740.00 per month for nine months beginning September 6, 1960, replacing Clarence Kincaid, resigned.
2. Donald G. Gill, A.B., Illinois College, 1951; M.Ed., University of Illinois, 1955; as Instructor and Assistant Director of the Laboratory School at a salary of \$760.00 per month for eleven and one-half months beginning July 15, 1960, replacing Martin Schaefer, transferred.
3. Jack A. Reed, B.S., Wisconsin State College, 1951; M.S., University of Wisconsin, 1958; as Instructor and Coordinator of Student Teaching in

Biological Sciences at a salary of \$700.00 per month for nine and one-third months beginning August 25, 1960, replacing Ica Marks, transferred.

4. Patrick Barkey, B.A., Pamona College, 1948; M.A., University of Michigan, 1949; as Instructor and Librarian at a salary of \$740.00 per month for eleven months beginning July 1, 1960, replacing Lawrence Allen, resigned. (Position not filled in 1959-60)
5. John Bradbury, B.S., University of Rochester, 1954; M.S.L.S., Simmons College, 1955; as Instructor and Librarian at a salary of \$660.00 per month for ten months beginning September 1, 1960, replacing Audrey Collins, not re-appointed.
6. June Johnson, B.S., Julliard School of Music, 1949; M.A., University of Kansas, 1950; as Instructor of Music at a salary of \$720.00 per month for nine months beginning September 6, 1960, replacing Maurice Allard, resigned. (Position filled temporarily in 1959-60 on a part-time basis.)
7. Edward F. Cox, A.B., 1949, A.M., 1950, Ph.D., Indiana University, 1957; as Assistant Professor of Social Science at a salary of \$780.00 per month for nine months beginning September 6, 1960, replacing Joel Goldfarb, resigned.
8. Frank W. Neuber, B.A., Beloit College, 1949; M.A. University of Illinois, 1950; Ph.D., University of Oregon, 1953; as Assistant Professor of Social Science at a salary of \$780.00 per month for nine months beginning September 6, 1960, replacing David McCormick, not re-appointed.
9. Gretchen Hieronymus, B.A., State University of Iowa, 1950; M.S., University of Illinois, 1954; as Instructor and Supervisory Teacher of Music in the Laboratory School at a salary of \$740.00 per month for nine months beginning September 6, 1960, replacing Mary Case, resigned.
10. Gertrude A. Myers, B.S., Texas Woman's University, 1950; M.A., University of Colorado, 1955; Graduate Study, Indiana University, 1959-60; as Assistant Professor of Physical Education for Women at a salary of \$720.00 per month for nine months beginning September 6, 1960, replacing Mary Wylie, resigned.
11. Harry R. Larson, B.S., 1952; M.S., Northern State Teachers College, Aberdeen, South Dakota, 1956; Ed.D., Colorado State College, 1960; as Assistant Professor of Education at a salary of \$740.00 per month for nine months beginning September 6, 1960, replacing Charles Hicklin, resigned.
12. Roland Spaniol, B.S. in Ed., 1953; M.S. in Ed., Illinois State Normal University, 1956; as Instructor and Coordinator of Student Teaching in Business at a salary of \$660.00 per month for nine and one-third months beginning August 25, 1960, replacing Mary Francis, on leave.
13. Thomas L. Elliott, B.S., Ball State Teachers College, 1946; M.A., 1959; as Instructor of Business at a salary of \$680.00 per month for nine months beginning September 6, 1960, replacing Billy G. Reid, resigned. Mr. Elliott taught in the high school at Anaheim, California, the past two years.
14. Georgia B. Adams, B.S., George Peabody College for Teachers, 1952; M.A., 1955; as Instructor and Supervisory Teacher for Kindergarten for Five-Year Olds at a salary of \$740.00 per month for nine months beginning September 6, 1960, replacing Erma Nielsen, resigned. Mrs. Adams taught last year in the public schools of Crystal River, Florida.

15. Jane Ellis, B.A., Ohio Wesleyan University, 1952; M.A., University of Michigan, 1960; as Instructor and Supervisory Teacher of Physical Education in the Laboratory School at a salary of \$700.00 per month for nine months beginning September 6, 1960, replacing Betty Bailey, resigned. Miss Ellis's latest teaching experience was in the Shaker Heights, Ohio, schools.
16. Ruth Schmalhausen, Professor of Home Economics, promoted to Head of the Department of Home Economics as of July 1, 1960, for eleven months at no change in salary, replacing Marquita Irland, resigned. (Position not filled in 1959-60.)
17. Joseph T. Law, B.A., Drury College, 1915; M.A., University of Wisconsin, 1923; as Assistant Professor of Social Science at a salary of \$920.00 per month for nine months beginning September 6, 1960, replacing Frank Neuber, resigned. Mr. Law is retiring this year from Pennsylvania State University. We have offered a one-year-only appointment.

I. Substitutes

1. Joann Kindt, M.F.A., as Substitute Instructor of Art, at a salary of \$700.00 per month for nine months beginning September 6, 1960, substituting for Virginia W. Hyett, on sabbatical leave. (This is a correction in the amount of time of employment for Miss Kindt.)
2. Wallace E. Kelly, B.S. in Ed., Eastern Illinois University, 1958; M.S., University of Illinois, 1960; as Substitute Instructor of Business at a salary of \$700.00 per month for nine and one-half months beginning August 23, 1960, substituting for William Barrett, on leave.
3. Richard C. Tussing, B.Sc., 1958, M.A., State University of Iowa, 1960; as Substitute Instructor of Business at a salary of \$640.00 per month for nine and one-half months, beginning August 22, 1960, substituting for James Thompson, on leave.
4. Glenn D. Williams, B.Sc., 1950, M.Ed., Ohio State University, 1954; Graduate study, Ohio State University, 1954-60; as Assistant Professor of Education at a salary of \$820.00 per month for nine months beginning September 6, 1960, substituting for Bryan Heise, on leave.
5. Emma L. Shepherd, B.A. Swarthmore College, 1952; M.A., West Virginia University, 1955; Ph.D., University of North Carolina, 1960, as Assistant Professor of English at a salary of \$680.00 per month for nine months beginning September 6, 1960, substituting for Francis Palmer, on sabbatical leave.
6. Mildred Hofacker, B.A., Western Reserve University, 1940; M.A., 1941; as Substitute Instructor of Speech for three-fourths time duty at the salary rate of \$600.00 per month for nine months beginning September 6, 1960, as substitute for Dr. J. Glenn Ross, on sabbatical leave.

J. Change in Title and Assignment

1. Daniel E. Thornburgh, Assistant Director of Public Relations and Alumni Services, to Director of Information and University Publications effective July 1, 1960.
2. James F. Knott, Assistant in Teacher Education and Placement, to be given an eleven-month assignment effective July 1, 1960.
3. William D. Miner, Director of Housing and Veterans' Services, to Assistant Dean of Students.

K. Graduate Assistants

1. James D. Anderson, B.S. in Ed., Graduate Assistant in the Department of Physical Education for Men at a salary of \$120.00 per month for nine months beginning September 6, 1960.
2. Charles H. Baird, B.S. in Ed., Graduate Assistant in the Department of Business at a salary of \$120.00 per month for nine months beginning September 6, 1960.
3. Robert L. Hills, B.S. in Ed., Graduate Assistant in the Department of music at a salary of \$1080 for nine months beginning September 6, 1960.
4. Jerry Lace, B.S. in Ed., Graduate Assistant in the Department of Physical Education for Men at a salary of \$1080 for nine months beginning September 6, 1960.
5. Donald E. Magsamen, B. S. in Ed., Graduate Assistant in the Department of Physical Education for Men at a salary of \$1080 for nine months beginning September 6, 1960.
6. Thomas D. Morgan, B.S. in Ed., Graduate Assistant in the Department of Physical Education for Men at a salary of \$1080 for nine months beginning September 6, 1960.
7. Calvin Stockman, B.S. in Ed., Graduate Assistant in the Department of Education at a salary of \$1080 for nine months beginning September 6, 1960.
8. John Lindstrom, B.S. in Ed., Graduate Assistant in the Department of Art at a salary of \$1080 for nine months beginning September 6, 1960.
9. Tracy D. Lewis, B.S. in Ed., Graduate Assistant in the Department of Physical Education for Men at a salary of \$1080 for nine months beginning September 6, 1960.
10. Lynne E. Robb, B.S. in Ed., Graduate Assistant in the Laboratory School at a salary of \$1080 for nine months beginning September 6, 1960.
11. Robert L. Thompson, B.S. in Ed., Graduate Assistant in the Department of Industrial Arts at a salary of \$1080 for nine months beginning September 6, 1960.
12. Howard Unterbrink, B.S. in Ed., as Graduate Assistant in the Dean of Students Office at a salary of \$1080.00 for nine months beginning September 6, 1960.

L. Summer School Additions

1. Add Francis W. Palmer, Professor of English, for three-fourths duty during the month of August at a salary of \$720.00.
2. Add Kenneth E. Hesler, Assistant Professor of English and Director of Alumni Publication, for one-half duty during the month of August at a salary of \$310.00.

III. UNIVERSITY CIVIL SERVICE EMPLOYEES

A. Resignations

1. Betty Swanson, Clerk Typist I in the Regional Services Office, is resigning effective August 22, 1960.
2. Wandalee Beavers, Clerk Typist I in the Dean of Men's Office, resigned effective June 15, 1960.

3. Mary S. Gray, Food Production Manager in the University Union, resigned effective July 8, 1960.
4. Linda Swinford, Clerk Typist I in the Library, resigned effective June 30, 1960.
5. Jacqueline Schaefer, Clerk Stenographer I in the Office of Teacher Education and Placement, is resigning effective August 12, 1960.
6. Janice Furlong, Clerk Stenographer I in the Laboratory School, resigned effective July 8, 1960.
7. Cynthia Smith, Clerk Stenographer I in the Library, is resigning effective August 16, 1960.

B. Leave of Absence

1. Lois Pinkard, Clerk Stenographer I in the Records Office, leave without salary from May 2, 1960, to May 28, 1960.

C. Lay Offs

1. Alice Burrus, Cook's Helper in Lincoln-Douglas Halls, from June 25, 1960, to September 1, 1960.
2. Reta J. Cutrell, Cook's Helper in the University Union Cafeteria, from June 21, 1960, to September 1, 1960.
3. Inez Kelly, Cook's Helper in the Laboratory School Hot Lunch, from June 9, 1960, to September 1, 1960.
4. Mary Leight, Cook's Helper in the University Union Cafeteria, from June 30, 1960, to September 1, 1960.
5. Winifred Matteson, Cook's Helper in the University Union Cafeteria, from June 15, 1960, to September 1, 1960.
6. Mary Swinford, Cook's Helper in the University Union Cafeteria, from July 30, 1960, to September 1, 1960.
7. Rosemary Wagle, Cook's Helper in the Laboratory School Hot Lunch, from June 21, 1960, to September 1, 1960.
8. Minnie Wheeler, Cook in the Laboratory School Hot Lunch, from June 25, 1960, to September 1, 1960.

D. Retirements

1. Harry White, Stationery Fireman, effective September 1, 1960.
2. Mitchell Moffett, Watchman, on disability leave, effective September 1, 1960.

E. Termination of Temporary Employment

1. Winifred R. Matteson, Temporary Cook's Helper in the University Union, terminated temporary employment as of June 14, 1960.

F. Replacements

1. Edith Witters, Library Clerk II in the Laboratory School Library, at a salary of \$225.00 per month beginning June 1, 1960, replacing Jean Phipps, resigned.
2. Evelyn Johns, Clerk Typist I in the Dean of Men's Office, at a salary

of \$245 per month beginning May 23, 1960, replacing Wandalee Beavers, resigned.

3. Joyce Kimball, Clerk Typist I in the Laboratory School, at a salary of \$200.00 per month, effective June 29, 1960, replacing Janice Furlong, resigned.
4. Jerry Hopper, Janitor in the University Union, at a salary of \$330.00 per month beginning July 12, 1960, replacing Raymond Catron, transferred.
5. Raymond Catron, Temporary Stationary Fireman's Helper, at a salary of \$395.00 per month effective July 1, 1960, replacing Harry White, retiring.

G. Change in Classification and Salary

1. Harriet K. Harmon, Clerk I in the Office of Teacher Education and Placement, changed to Clerk Stenographer I effective July 1, 1960.
2. Robert B. Kerans, Grill Cook in the Snack Bar, increase in salary to \$255.00 per month effective May 23, 1960, in accordance with Union contract.
3. Reta J. Cutrell, Cook's Helper in the Union Cafeteria, increase to \$200.00 per month effective May 20, 1960, in accordance with Union contract.
4. Katherine Thudium, Clerk Typist I in the Office of the Assistant to the Dean of the Faculty, to Clerk Stenographer I, effective July 1, 1960.
5. Harriet Kay Harmon, Clerk I in the Office of Teacher Education and Placement, to Clerk Stenographer I, effective July 1, 1960.
6. Evelyn Johns, Clerk Typist I in the Dean of Men's Office, to Clerk Stenographer I, effective July 1, 1960.
7. John Taylor, Electrician, increase in salary to \$620.50 per month, effective July 1, 1960, because of increase in prevailing rate.
8. Karl Sanders, Electrician, increase in salary to \$620.50 per month, effective July 1, 1960, because of increase in prevailing rate.
9. Lawrence Myers, Electrician, increase in salary to \$620.50 per month, effective July 1, 1960, because of increase in prevailing rate.
10. Prudence Hudson, Clerk Stenographer I in the Dean of Students Office, to Clerk Stenographer II at a salary of \$275.00 per month, effective July 1, 1960.
11. Elda Hall, Clerk Stenographer I in the Business Office, to Clerk Stenographer II at a salary of \$275.00 per month, effective July 1, 1960.
12. Patsy Havener, Clerk Stenographer I in the Office of Teacher Education and Placement, to Clerk Stenographer II at a salary of \$275.00 per month, effective July 1, 1960.
13. Ralph Nickles, Stationary Fireman, promoted to Stationary Engineer at a salary of \$525.00 per month effective August 1, 1960.

H. Change in Name

1. Leyla Peck, Chief Library Clerk, to Leyla P. Waddell.
2. Janice R. Hash, Clerk Stenographer I in the Laboratory School, to Janice H. Furlong.

I. New Appointment

1. John R. Gilbert, Stores Clerk, at a salary of \$275.00 per month effective June 20, 1960. (Position approved April 25, 1960.)
2. Dot Maxine Chappell, Clerk Typist I in the Records Office, at a salary of \$205.00 per month beginning July 11, 1960. (Position approved April 25, 1960.)

J. New Appointment

1. Permission is requested to change the classification of a position approved in the June report for the University Union from Stores Clerk to Janitor, if it seems best to Mrs. Gaertner and Mr. Gregg at the time the appointment is made. The business office now believes this would be the case, particularly since we could thus expect the man to do some janitorial work in the basement of the Union as well as handle the stock room.
2. We should like to add a Clerk Typist I, or Clerk Stenographer I, to divide her time between the physical plant office and the office of the director of testing services. Both of these offices have been depending exclusively on student help for any clerical assistance they have had. In the testing office, this is unfortunate because of the confidential nature of test results with which that office deals. In the physical plant office, the irregular schedule of the director and also that of student employees makes student help ineffective. Our plan is to assign the new person to work with the physical plant office every morning and with the director of testing services every afternoon. Unfortunately, this request came in too late for inclusion in the Internal Budget, although adequate funds are available.

V. CURRICULUM

A. Non-Credit Adult Classes

Eastern has done very little in the way of offering non-credit courses for adults in the evening. From time to time we have requests that we do this.

While such a program probably cannot be self-supporting, at least at the start, it is my judgment that ultimately it should be. I should like Board permission to offer a limited number of non-credit adult courses during the coming year, probably largely limited to the field of art. I should like permission to set these up so that student fees would run somewhere near \$2.00 per evening's instruction. The class would last about two hours and a half with probably up to seventeen meetings scheduled. The program would be under the general direction of the Office of Regional Services with direct administration by the Director of Extension, and would be experimental for one year.

B. National Science Foundation Institute

Sixty-one students are participating in the National Science Foundation Institute being held on campus at the present time. Forty-three of these, or 71%, are from the State of Illinois. Fourteen are from Indiana, two from Michigan, one from Iowa, and one from Oklahoma. Students were selected from among 345 applications from 31 states. Stipends from the National Science Foundation cover normal expenses and the university receives sufficient money to cover the salaries of participating staff members and necessary clerical help.

- C. On July 26 the Council on Academic Affairs adopted new requirements for the degree Bachelor of Science in Education. This is the first comprehensive revision of the program that has been made for a number of years.

There are nine members on the Council, six elected by the faculty and three appointed by the president. The vote on the adoption of the new requirements was six to one, with two members not present.

The new requirements should result in a considerable strengthening of the program for the preparation of teachers at Eastern, particularly with respect to adding breadth to the academic preparation.

BUILDINGS AND GROUNDS

A. Married Student Housing

1. Dr. William Miner, Director of Housing, has been asked to present the story of Eastern's new university apartments at the annual meeting of the Association of College and University Housing Officers at Indiana University. This is a national meeting.

MISCELLANEOUS

A. Transfer of Contingency Funds

Because of the expenditure from Contractual Services for work on Seventh and Hayes Streets, not originally budgeted, and because utility bills have run higher than estimated, we request a release of \$50,000 from Contingencies to be transferred to Contractual Services. This should get us past the "75%" point January 1.

- B. Permission is requested to let Dr. Thut, Head of the Department of Botany, take a car to southwestern Oklahoma August 25-27 for a meeting of the American Institute of Biological Sciences and a botanical field trip. Dr. Thut believes the distance may be slightly under 600 miles but is not entirely sure and states that a few side trips may bring the mileage above the 600-mile figure. Because of these side trips to study local flora, and because Dr. Thut wants to take a few students, it seems impractical to use public transportation.

C. Typewriter Purchase

Bids have been received as follows on twenty standard electric typewriters for the Department of Business, with trade-in of four Royal typewriters purchased in 1956 and sixteen purchased in 1957:

<u>Name of Firm</u>	<u>Base Bid</u>	<u>Trade-In</u>	<u>Net Bid</u>
Taylor Office Machines, Decatur (Smith-Corona)	\$5900.00	\$2235.00	\$3665.00
Remington Rand Co., Terre Haute (Remington Rand)	5900.00	1730.00	4170.00
Warner's Office Equip., Mattoon (Royal)	6400.00	2180.00	4220.00
I.B.M. Corp., Terre Haute (I.B.M. demonstration models)	5400.00	1375.00	4025.00
I.B.M. Corp., Terre Haute (I.B.M.)	6400.00	1375.00	5025.00

We recommend purchase from Taylor Office Machines, the lowest responsible bidder, at a net cost of \$3665.00, with payment to be made from Equipment, General Revenue.

D. Automobile Trade-In

Bids have been received as follows on one 1960 compact automobile, equipped,

with trade-in of a 1959 Chevrolet four-door sedan:

<u>Name of Firm</u>	<u>Base Bid</u>	<u>Trade-In</u>	<u>Net Bid</u>
Lindley Chevrolet Co., Charleston (Chevrolet - Corvair)	\$2247.85	\$1733.50	\$ 514.35
F & S Motor Sales, Charleston (Ford)	2399.60	1600.00	799.60
Glen Comer Sales, Charleston (Rambler)	2742.30	1729.30	1013.00

We recommend purchase from Lindley Chevrolet Co., the lowest responsible bidder, at a net cost of \$514.35, with payment to be made from Equipment, General Revenue.

Purchase of Shake Machine for Snack Bar

Bids have been received as follows on a Model 731 shake machine for the University Union Snack Bar:

<u>Name of Firm</u>	<u>Bid</u>
Taylor Freezer Equipment Sales, Pekin	\$1288.00
Micin Freezer Sales, Rockford	No Bid
T & T Freezer Sales, Woodstock	No Bid

We recommend purchase from the Taylor Freezer Equipment Sales, the only bidder, at a cost of \$1288.00, with payment to be made from Bond Revenue Funds, Series 1956, Operation and Maintenance.

Purchase of Draperies for Lincoln-Douglas Halls Dining Rooms

Bids have been received as follows on draperies for the dining rooms Lincoln-Douglas Halls:

<u>Name of Firm</u>	<u>Bid</u>
Baker Furniture Co., Charleston	\$1175.00
J. C. Penney Co., Charleston	No Bid
Handley's Drapery House, Mattoon	No Bid

We recommend purchase from Baker Furniture Co., the only bidder, at a cost of \$1175.00, with payment to be made from Operation and Maintenance Funds of Bond Revenue Series 1950.

Quincy Doudna
President

REPORT OF
ILLINOIS STATE NORMAL UNIVERSITY

August 3, 1960

I. STUDENTS

A. Graduates

1. At the June 11, 1960, commencement there were 457 undergraduate students and 26 graduate students who received appropriate degrees and diplomas. The entire list is included in a commencement program corrected and sent to the Office of the Executive Officer of the Teachers College Board.

Summary of Undergraduate Division Groups

Agriculture	6	Home Economics	23
Art	15	Industrial Arts	20
Biological Science	9	Junior High School	9
Business Education	42	Mathematics	28
Elementary	123	Music	16
English	26	Physical Science	9
Foreign Language	3	Social Science	36
Geography	2	Special Education	39
Health and P.E. (Men)	28	Speech	5
Health and P.E. (Women)	18		
Total June Bachelor's Graduates		457	
Total June Master's Graduates		26	
Total June Graduates		483	

B. Enrollment for Summer Session, 1960

1. Inasmuch as we have a number of short credit courses and post session courses, our statistics if included in this report would not be complete or comparable to figures of previous summers. Consequently, with permission of the Central Office, these will be placed in our regular October report.

II. FACULTY

A. Alterations in Summer Session Faculty 1960

1. Changes in April 25, 1960, Report

Name	Degree	Department	June	Salary July	August
Canning, George R.	Ph.D.	English	350.00	700.00	700.00
Gimmetstad, Victor E.	Ph.D.	English	1080.00	1080.00	540.00
May, Denton B.	M.A.	English	---	510.00	510.00
Parsell, Roger E.	M.A.	English	320.00	640.00	320.00
Ragouzis, Perry N.	M.F.A.	Art	185.00	740.00	370.00
Shea, Grace R.	M.A.	Metcalfe	390.00	780.00	585.00
Brown, Herbert	Ph.D.	Agriculture	360.00	720.00	720.00
Wisthuff, Donald J.	B.S.	Housing	120.00	240.00	240.00

2. Additions

Bruno, James S.	M.S.	Housing	240.00	480.00	240.00
Chiddix, John (1/3)	M.S.	Physical Science	150.00	300.00	150.00
Christman, Marvin	M.S.	Physical Science	420.00	840.00	420.00
Edwards, Isobel	M.A.	Education	310.00	620.00	310.00
Ellis, Rena	M.Ed.	Education	310.00	620.00	310.00
Friedel, Jean	M.S.	Health & P.E.	330.00	---	---
Hackett, Bessie D.	B.S. in Ed.	Home Economics	290.00	580.00	290.00
Hinman, Mary L.	M.A.	Education	320.00	640.00	320.00
Hyneman, Lucile	M.A.	English	170.00	340.00	170.00

Name	Degree	Department	Salary		
			June	July	August
Kinsey, Margaret	M.S.	Home Economics	300.00	600.00	300.00
Prince, Donald	Ed.D.	Education	---	920.00	460.00
Selk, Mary	M.S.	Music	300.00	600.00	300.00
Walsh, William R.	M.Ed.	Education	320.00	640.00	320.00
Walterscheid, Juanita	M.S.	Education	320.00	640.00	320.00
Whited, Robert (1/3)	M.S.	Music	66.00	132.00	66.00
Wilken, Shirley	B.S.in Ed.	Housing	60.00	120.00	60.00
Williams, Gwendolyn	M.A.	English	106.67	213.33	106.67
Williams, Jack	M.A.	Metcalf	330.00	660.00	330.00
Wisthuff, Donald J.	B.S.	Housing	120.00	240.00	120.00
Wolter, John P.	B.S.	Housing	---	500.00	500.00
Young, Harriet J.	M.S.	Education	310.00	620.00	310.00
Bickley, Martha	A.B.	Housing	300.00	---	---
Fisher, James L.	M.S.in Ed.	Education	---	---	740.00
Kuehn, George	B.S.in Ed.	Industrial Arts	115.00	460.00	230.00
Monahan, James	B.S.in Ed.	Library	175.00	---	---

B. Resignations

1. Mr. Harold E. Bauer, Assistant Professor of Music, effective June 11, 1960, in order to accept another position.
2. Mr. Robert A. Brooks, Assistant Professor of Mathematics, effective August 12, 1960, in order to accept another position.
3. Dr. Robert M. Chasson, Assistant Professor of Botany, effective August 12, 1960, in order to accept another position.
4. Miss Jean Friedel, Instructor in Health and Physical Education, effective June 20, 1960, in order to accept another position.
5. Mr. Matthew Prastein, Instructor in Physics, effective June 11, 1960, in order to accept another position.
6. Dr. Leo J. Yedor, Associate Professor of International Relations, effective August 12, 1960, in order to accept another position.
7. Mrs. Sonia Smith, Faculty Assistant in Housing and Assistant Director of Dunn Hall, effective June 11, 1960, to be with her husband.

C. Leaves of Absence

1. Sabbatical for 1960-1961 School Year
 - a. Mr. Richard J. Smith, Director of Men's Residence Halls, at half pay. (This request was originally made in the January 1960 Board Report for the first semester of the 1960-1961 school year at full pay.)
2. Continuation of Non-sabbatical Leave for School Year 1960-1961
 - a. Mr. Jack E. Blackburn, Instructor and Supervising Teacher in the Metcalf School, to complete work for his doctor's degree at New York University.
 - b. Miss Margaret Westhoff, Assistant Professor of Music, for health reasons.

D. Change in Assignment

1. Dr. Victor E. Gimmetstad, from Professor of English to Professor of English and Head of the Department, effective May 23, 1960.

E. Change in Assignment and Salary

1. Mr. Richard J. Smith, from Assistant Professor and Director of Men's Residence Halls, at a salary rate of \$760.00 per month, \$9,120.00 for twelve months, to Assistant Professor and Director of Student Loans and Student Employment, at a salary rate of \$860.00 per month, \$10,320.00 for twelve months, effective September 1, 1960.

F. Request for Additional Position

1. This is to request an additional position in the Department of Education and Psychology in order to give varying degrees of released time to a few of the academic staff for consulting services to schools in the State of Illinois.
 - a. We are constantly pressed to consult with school administrators, teachers in certain fields of work, and school boards on educational matters in public schools. With rapidly increasing enrollments, changing curricula, building problems, and educational materials, it is believed that ISNU can be helpful, but our staff is already overworked in trying to do some of this in addition to full teaching loads.
 - b. Some members of our staff are being sought increasingly to direct or assist in community or junior college surveys and development.
 - c. By adding a person to our staff we could release a few of our present staff from a portion of their classroom assignments for this continuing and continually increasing consulting work.

G. Appointments

1. Continuation of Present Faculty Members Who Have Been on a Temporary Appointment
 - a. Mrs. Elsie Bryan, as Faculty Assistant in Home Economics, effective September 1960, at a salary rate of \$620.00 per month, \$5580.00 for the nine months of the school year.
 - b. Mr. Bruce Govich, as Assistant Professor of Music, effective September 1960, at a salary rate of \$720.00 per month, \$6480.00 for the nine months of the school year.
 - c. Mrs. Dorothy Hostettler, as Instructor in Education and Supervisor of Off-Campus Student Teaching, for the first semester of the 1960-1961 school year, effective September 1960, at a salary rate of \$640.00 per month, \$2880.00 for the four and one-half months for which the appointment is made.
 - d. Mr. John P. Wolter, as Instructor and Acting Assistant Director of Off-Campus Housing, effective September 1, 1960, at a salary rate of \$600.00 per month, \$7200.00 for the twelve months for which the appointment is made. This appointment is subject to the completion of the master's degree by August, 1960.
2. Replacements
 - a. Miss Ellen Maxine Abshire, as Instructor in Health and Physical Education, effective September 1960, at a salary rate of \$660.00 per month, \$5940.00 for the school year of nine months, to take the place of Mrs. Jean Irvin, resigned. Miss Abshire has a B.A. degree from Bridgewater College, Bridgewater, Virginia, and an M.S. degree from Indiana University. For the past year she has been Assistant to the Director of Rockbrook Camp, Brevard, North Carolina.

- b. Mr. Roy A. Beck, as Instructor in Speech, effective September 1960, at a salary rate of \$700.00 per month, \$6300.00 for the school year of nine months, to take the place of Mrs. Pat Goehle, resigned. Mr. Beck has a bachelor's degree from Southeast Missouri State College at Cape Girardeau, and will receive his master's degree from Southern Illinois University in August. For the past four years he has been on the faculty of the Mt. Vernon Township High School and Community College. This appointment is subject to the completion of the master's degree by August 1960.
- c. Mr. Lynn H. Brown, as Instructor in Mathematics, effective September 1960, at a salary rate of \$740.00 per month, \$6660.00 for the school year of nine months, to take the place of Mr. Robert A. Brooks, resigned. Mr. Brown has a bachelor's degree from Wartburg College in Waverly, Iowa, and a master's from the State University of Iowa. For the past eight years he has been on the faculty of the high school in Marion, Iowa.
- d. Mr. Roger J. Champagne, as Assistant Professor of History, effective September 1960, at a salary rate of \$760.00 per month, \$6840.00 for the nine months of the school year, to take the place of Dr. Leo Yedor, resigned. Mr. Champagne has bachelor's and master's degrees from the University of Wisconsin and is finishing his dissertation for the doctor's degree at this institution. For the past three years he has been a research assistant at the University of Wisconsin, while working on his degree.
- e. Mr. James L. Fisher, as Instructor in Education and Director of Student Loans, effective September 1, 1960, at a salary rate of \$740.00 per month, \$8880.00 for the twelve months' period for which the appointment is made, to take the place of Mr. Richard J. Smith, on leave. Mr. Fisher has bachelor's and master's degrees from Illinois State Normal University, and for the past year has been Assistant Director of Admissions at Northwestern University.
- f. Mr. Glen E. Greenseth, as Instructor in Physical Sciences, effective September 1960, at a salary rate of \$740.00 per month, \$6660.00 for the nine months of the school year, to take the place of Mr. Matthew Prastein, resigned. Mr. Greenseth has a bachelor's degree from Wisconsin State College at Eau Claire, and will receive his master's degree from Washington University in August 1960. For the past year he has been a student at Washington University. This appointment is subject to the completion of the master's degree by August 1960.
- g. Mr. Dennis N. Homan, as Assistant Professor of Biological Science, effective September 1960, at a salary rate of \$780.00 per month, \$7020.00 for the nine months of the school year, to take the place of Mr. Robert Chasson, resigned. Mr. Homan has bachelor's and master's degrees from the State University of Iowa, and expects to receive his doctor's degree from this institution this summer. For the past three years he has held teaching assistantships at the State University of Iowa while working on his doctorate.
- h. Mr. Virgil R. Hutton, as Assistant Professor of English, effective September 1960, at a salary rate of \$740.00 per month, \$6660.00 for the nine months of the school year, to take the place of Miss Margaret Schlaeger, on leave. Mr. Hutton has a bachelor's degree from Southwestern College at Winfield, Kansas, and a master's from the University of Michigan. For the past four years he has held a teaching fellowship at the University of Michigan while working on his doctorate.
- i. Mr. Bryant Harvey Jackson, as Assistant Professor of Library Science, effective September 1960, at a salary rate of \$720.00 per

month, \$6480.00 for the nine months of the school year, to take the place of a substitute. Mr. Jackson has a bachelor's degree from the University of Redlands in California, and an M.S. in L.S. degree from the University of Southern California. He has been cataloguer and library assistant at Kansas State Teachers College, Pittsburg, Kansas, since 1951.

- j. Miss Marjorie H. Koester, as Faculty Assistant in Health and Physical Education and Physical Therapist, effective September 1960, at a salary rate of \$600.00 per month, \$5400.00 for the nine months of the school year, to take the place of Miss Marjorie Martin, on leave. Miss Koester has a B.A. degree from Valparaiso University and an R.P.T. from Mayo Clinic School of Physical Therapy. She comes from the position of Administrator and Therapist of the Emmet County Society for Crippled Children and Adults.
- k. Miss Kaye McDonald, as Instructor in Health and Physical Education, effective September 1960, at a salary rate of \$620.00 per month, \$5580.00 for the school year of nine months, to take the place of Miss Jean Friedel, resigned. Miss McDonald has her bachelor's degree from the University of Colorado, and will receive her master's from this institution this summer. For the past year she has held a graduate assistantship at the University of Colorado while completing her degree. This appointment is subject to the completion of the master's degree by August 1960.
- l. Miss G. Laurene Mabry, as Instructor in Health and Physical Education, effective September 1960, at a salary rate of \$660.00 per month, \$5940.00 for the nine months of the school year, to take the place of Miss Adeline Levin, resigned. Miss Mabry has her bachelor's degree from Northwestern University and will receive her master's degree at Purdue University in August 1960. For the past year she has taught half time in the Department of Physical Education for Women at Purdue, while working on her degree. This appointment is subject to the completion of the master's degree by August 1960.
- m. Mr. Edward L. Mockford, as Assistant Professor of Biological Science, effective September 1960, at a salary rate of \$740.00 per month, \$6660.00 for the school year of nine months, to take the place of Mr. Harry Jackson on leave. Mr. Mockford has his bachelor's degree from Indiana University and his master's from the University of Florida. For the past four years, he has been assistant half time in the Illinois Natural History Survey while working on his doctor's degree.
- n. Miss Marita Lee Nelson, as Instructor in Health and Physical Education, effective September 1960, at a salary rate of \$620.00 per month, \$5580.00 for the school year of nine months, to take the place of a substitute. Miss Nelson has bachelor's and master's degrees at the University of California at Los Angeles and for the past two years has been a teaching assistant at the University of California at Los Angeles.
- o. Miss Shirley Perry, as Instructor in Health and Physical Education, effective September 1960, at a salary rate of \$620.00 per month, \$5580.00 for the school year of nine months, to take the place of a substitute. Miss Perry has a bachelor's degree from Southern Illinois University and will receive a master's degree from The Woman's College, University of North Carolina, Greensboro. This appointment is subject to the completion of the master's degree by August 1960.

- p. Mr. William R. Rosselit, as Instructor in Biological Science, effective September 1960, at a salary rate of \$720.00 per month, \$6480.00 for the school year of nine months, to take the place of Mr. Robert Schmidt, on leave. Mr. Rosselit has a master's degree from Denison University in Granville, Ohio, and will receive the master's at the University of Michigan in the summer of 1960. This appointment is subject to the completion of the master's degree by August 1960.
- q. Mr. Keith L. Scott, as Instructor in Education, Director of Men's Residence Halls, and Director of Dunn Hall, effective September 1, 1960, at a salary rate of \$640.00 per month, \$7680.00 for the twelve months for which this appointment is made, to take the place of Mr. Richard J. Smith, transferred to another position. Mr. Scott has a bachelor's degree from Carthage College and a master's from Western Illinois University. For the past two years he has been working on his doctor's degree at the University of Colorado.
- r. Mrs. Mary Scott, as Faculty Assistant in Housing and Assistant Director of Dunn Hall, effective September 1, 1960, at a salary rate of \$200.00 per month, \$1800.00 for the school year of nine months, to take the place of Mrs. Sonia Smith, resigned.
- s. Mr. Malcolm J. Skove, as Assistant Professor of Physics, effective September 1960, at a salary rate of \$860.00 per month, \$7740.00 for the school year of nine months, to take the place of Dr. Akihiko Yokosawa, resigned. Mr. Skove has his bachelor's degree from Clemson College in South Carolina. He is at present a candidate for the doctor's degree at the University of Virginia, where he is assisting in an advanced undergraduate laboratory as a DuPont teaching assistant.
- t. Dr. Stanley B. Shuman, as Assistant Professor of Geography, effective September 1960, at a salary rate of \$820.00 per month, \$7380.00 for the school year of nine months, to take the place of a substitute. Dr. Shuman has a bachelor's degree and a master's from Ohio State University, and a doctor's from the University of Illinois. For the past six years he has been Assistant Professor of Geography at the University of Virginia.
- u. Mr. David H. Albaugh, as Instructor in Music, effective September 1960, at a salary rate of \$700.00 per month, \$6300.00 for the school year of nine months, to take the place of Mr. Harold E. Bauer, resigned. Mr. Albaugh has a bachelor's degree and a master's from the University of Michigan. For the past year he has been Supervisor of Music in the Whitmore Lake, Michigan, Public Schools.
- v. Miss Julia J. Bewsey, as Instructor in Library Science and Assistant Librarian, effective September 1960, at a salary rate of \$660.00 per month, \$5940.00 for the school year of nine months, to take the place of Miss Genevieve Pohle, retired. Miss Bewsey has her bachelor's degree from Butler University and her master's from Indiana University. For the past nine years she has been on the staff of the Eli Lilly and Company Library, Indianapolis, Indiana.
- w. Mr. John W. Hodges, as Instructor in Education and Assistant Principal of the Illinois Soldiers and Sailors Childrens School, effective September 1, 1960 through June 30, 1961, at a salary rate of \$620.00 per month, \$6200.00 for the ten months for which the appointment is made, to take the place of Mr. Orrin J. Mizer, transferred to a full time teaching assignment on the campus. Mr. Hodges has a bachelor's degree from Olivet College and a master's from the University of Illinois. For the past year he

has been on the faculty of the Kankakee High School. This is a ten months appointment only.

- x. Mr. Creston D. Munger, as Instructor in English, effective September 1960, at a salary rate of \$680.00 per month, \$6120.00 for the school year of nine months, to take the place of Dr. Victor E. Gimmestad, transferred to the Head of the Department of English. Mr. Munger has his bachelor's and master's degrees from the College of Education, Brockport, New York. For the past year he has been on the faculty of the College of Education, Brockport.
- y. Mrs. Mary A. Nobiling, as Faculty Assistant in Education, effective September 1960, at a salary rate of \$600.00 per month, \$5400.00 for the school year of nine months, to take the place of Mr. Jack Blackburn, on leave. Mrs. Nobiling has a bachelor's degree from Illinois State Normal University, and has had ten years of teaching experience. This is a one year appointment only.
- z. Mrs. M. Kay Opfer, as Faculty Assistant in Education on a part-time basis, effective September 1960, at a salary rate of \$365.00 per month, \$3285.00 for the school year of nine months, to take the place of Mr. William Desmond Phillips, resigned. Mrs. Opfer has her bachelor's degree from Illinois State Normal University. This is a one year appointment only.
- aa. Miss Edna Mae Peyer, as Faculty Assistant in the Test Service, effective June 27, 1960, at a salary rate of \$480.00 per month, to fill a position which has been under University Civil Service. Miss Peyer has a bachelor's degree from Illinois State Normal University.
- ab. Mr. Jack Stahl, as Instructor in Music, effective September 1960, at a salary rate of \$680.00 per month, \$6120.00 for the school year of nine months, to take the place of Mr. Perry Hackett, on leave. Mr. Stahl has a bachelor's degree from the Juilliard School of Music in New York City, and will receive his master's degree from Teachers College, Columbia University in August. For the past three years he has done free lance teaching. This is a one year appointment only and is dependent upon the completion of the master's degree by August 1960.
- ac. Mr. George P. Warren, Jr., as Instructor in Physical Sciences, effective September 1960, at a salary rate of \$740.00 per month, \$6660.00 for the school year of nine months, to take the place of Mr. Thomas F. Edwards, on leave. Mr. Warren has a bachelor's and a master's degree from Western Illinois University, and since 1956 has been teaching at the Blue Mound High School. This is a one year appointment only.
- ad. Mr. Jerrold Zarit, as Instructor in English, effective September 1960, at a salary rate of \$580.00 per month, \$5220.00 for the school year of nine months, to take the place of Mrs. Candace Helgeson, on temporary appointment. Mr. Zarit has a bachelor's degree from the University of Chicago and expects to receive a master's from this University in August. This is a one year appointment only and is dependent upon the completion of the master's degree by August 1960.
- ae. The following students are recommended for approval as faculty assistants to carry out the program and serve in places used in past years at a salary rate of \$120.00 per month, \$1080.00 for the 1960-1961 school year.
 - (1) Dewayne Davis, Health and Physical Education for Men
 - (2) Carl F. Flaks, President's Office

- (3) Robert J. Glaser, Social Science
- (4) Shirley A. Kelch, Biological Science
- (5) Donald McVay, Biological Science
- (6) Don E. Reed, Biological Science
- (7) William Stimeling, Art
- (8) Ronald G. Williams, Biological Science
- (9) Mrs. Barbara Burtlett Archer, Speech
- (10) Mrs. Sharon Eggers, Education and Psychology
- (11) Mrs. Marjorie M. Risser, Speech
- (12) Raymond E. Shanafelt, Geography

af. The following students are recommended for approval as faculty assistant counselors to carry out the program and serve in places used in past years at a salary rate of \$120.00 per month, \$1080.00 for the 1960-1961 school year.

- (1) Stanley R. Carney, Residence Hall
- (2) Joseph P. Coverdill, Residence Hall
- (3) John W. Hinds, Residence Hall
- (4) Jon Rae Sedgwick, Residence Hall
- (5) Jay Robert Prillaman, Residence Hall

3. New Positions

- a. Miss Hazelle M. Anderson, as Assistant Professor of Library Science, effective September 1960, at a salary rate of \$760.00 per month, \$6840.00 for the school year of nine months. Miss Anderson has a bachelor's degree from Augustana College, Sioux Falls, South Dakota, a master's from Northwestern University, and a library science degree from the University of Illinois. For the past nine years she has been Consultant in Library Services in the Oak Park Public Schools.
- b. Dr. Ferman Bishop, as Associate Professor of English, effective September 1960, at a salary rate of \$880.00 per month, \$7920.00 for the school year of nine months. Dr. Bishop has a bachelor's degree from Wofford College in Spartanburg, South Carolina, and master's and doctor's degrees from the University of Wisconsin. For the past five years he has been on the faculty of the University of Wichita, Kansas.
- c. Miss Patricia A. Bleidt, as Instructor in Music and Director of a Women's Residence Hall, effective September 1, 1960 through June 30, 1961, at a salary rate of \$460.00 per month, \$4600.00 for the school year for which the appointment is made. Miss Bleidt has a bachelor's degree from Hendrix College, Conway, Arkansas, and a master's from the University of Oklahoma. For the past year she has been a dormitory counselor at the University of Oklahoma. This is a one year appointment only.
- d. Dr. Paul F. Doolin, as Associate Professor of Biological Science, effective September 1960, at a salary rate of \$840.00 per month, \$7560.00 for the school year of nine months. Dr. Doolin has a bachelor's degree from Illinois College, a master's from the University of Illinois, and a doctor's from Western Reserve University. For the past year he has been on the faculty of Washington and Jefferson College in Washington, Pennsylvania.
- e. Mr. George P. Foeller, as Instructor in Music, effective September 1960, at a salary rate of \$660.00 per month, \$5940.00 for the school year of nine months. Mr. Foeller has bachelor's and master's degrees from the University of Connecticut, and for the past year has been on the staff of Texas Wesleyan College, Fort Worth, Texas.

- f. Mr. Wayne V. Huebner, as Assistant Professor of English, effective September 1960, at a salary rate of \$780.00 per month, \$7020.00 for the school year of nine months. Mr. Huebner has bachelor's and master's degrees from the University of Minnesota, and expects to receive his doctor's degree from this institution in the summer of 1960. For the past five years he has been on the faculty of the University of Minnesota, while working on his doctorate.
- g. Mr. Ted R. Jackson, as Assistant Professor of Speech, effective September 1960, at a salary rate of \$780.00 per month, \$7020.00 for the school year of nine months. Mr. Jackson has a bachelor's degree from Texas Christian University at Fort Worth, and a master's from the University of Wisconsin. For the past three years he has been on the faculty of Wisconsin State College at Oshkosh.
- h. Miss Eva R. Parrish, as Assistant Professor of Health and Physical Education, effective September 1960, at a salary rate of \$780.00 per month, \$7020.00 for the school year of nine months, contingent upon the completion of thirty semester hours beyond the master's degree by August, 1960. Miss Parrish has a bachelor's degree from Woman's College, University of North Carolina, Greensboro, and a master's from the University of North Carolina, Chapel Hill. For the past year she has been doing graduate work at the Florida State University at Tallahassee.
- i. Dr. Donald Prince, as Associate Professor of Education, effective September 1960, at a salary rate of \$920.00 per month, \$8280.00 for the school year of nine months. Dr. Prince has a bachelor's degree from Murray State College, Murray, Kentucky, and master's and doctor's degrees from the University of Illinois. For the past four years he has been Superintendent of Schools at Princeton.
- j. Mr. Donald J. Wisthuff, as Instructor in Education and Director of Barton Hall, effective September 1, 1960 to June 30, 1961, at a salary rate of \$480.00 per month, \$4800.00 for the ten-month period for which the appointment is made. Mr. Wisthuff has his bachelor's degree from Illinois State Normal University, and this appointment is contingent upon his receiving his master's degree from this institution in August 1960.
- k. Dr. Charles R. Hicklin, as Associate Professor of Education, effective September 1960, at a salary rate of \$820.00 per month, \$7380.00 for the school year of nine months. Dr. Hicklin has a bachelor's degree from Drury College, Springfield, Missouri, and master's and doctor's degrees from the University of Illinois. For the past three years he has been on the faculty of Eastern Illinois University.
- l. Mr. William H. Engelsman, as Instructor in Music, effective September 1960, at a salary rate of \$720.00 per month, \$6480.00 for the school year of nine months. Mr. Engelsman has bachelor's and master's degrees from the University of Colorado, and for the past three years has been on the faculty of Adams State College, Alamosa, Colorado.
- m. Mrs. Germaine E. Feldkamp, as Faculty Assistant in Education and Assistant Resident Director of a Women's Residence Hall, effective September 1, 1960 through June 30, 1961, at a salary rate of \$400.00 per month, \$4000.00 for the school year for which the appointment is made. For the past year Mrs. Feldkamp has been in an In-Service Personnel Training Program at the University of Illinois. This is a one year appointment only.

- n. Dr. Dirk Jellema, as Associate Professor of History, effective September 1960, at a salary rate of \$800.00 per month, \$7200.00 for the school year of nine months. Dr. Jellema has a bachelor's degree from Calvin College in Grand Rapids, Michigan, and master's and doctor's degrees from the University of Wisconsin. For the past six years he has been on the staff of the Case Institute of Technology in Cleveland, Ohio.
- o. Mrs. Vesta Myrick, as Faculty Assistant in Education and Assistant Resident Director of a Women's Residence Hall, effective September 1, 1960 through June 30, 1961, at a salary rate of \$400.00 per month, \$4000.00 for the school year for which the appointment is made. Mrs. Myrick has a bachelor's degree from Florida Southern University at Lakeland, and for the past year has been on the staff of a residence hall at the University of Illinois. This is a one year appointment only.
- p. Mr. Donald C. Norwood, as Instructor in Mathematics, effective September 1960, at a salary rate of \$760.00 per month, \$6840.00 for the school year of nine months. Mr. Norwood has a bachelor's degree from Illinois Wesleyan University and a master's degree from the University of Utah. For the past year he has been on the faculty of Pekin High School.
- q. Mr. William J. Nye, as Instructor in Library Science and Assistant Librarian, effective September 1960, at a salary rate of \$660.00 per month, \$5940.00 for the school year of nine months. Mr. Nye has a bachelor's degree from Carthage College and a master's from the University of Illinois. For the past year he has been Librarian at Central College, Fayette, Missouri.
- r. Mr. Olgert Pocs, as Instructor in Sociology, effective September 1960, at a salary rate of \$700.00 per month, \$6300.00 for the school year of nine months. Mr. Pocs has his bachelor's degree from the University of Illinois and will receive a master's degree from this University in August. For the past year he has been working on his master's degree. This is a one year appointment only and is dependent upon the completion of the master's degree by August 1960.
- s. Miss June E. Uphaus, as Instructor in History and Director or Co-Director of a Women's Residence Hall, effective September 1, 1960 through June 30, 1961, at a salary rate of \$460.00 per month, \$4600.00 for the school year for which the appointment is made. Miss Uphaus has a bachelor's degree from Butler University and a master's from Indiana University. For the past two years she has been a student at Indiana University. This is a one year appointment only.
- t. Dr. Garry R. Walz, as Associate Professor of Psychology, effective September 1960, at a salary rate of \$900.00 per month, \$8100.00 for the school year of nine months. Dr. Walz has bachelor's and master's and doctor's degrees from the University of Minnesota. For the past two years he has been a member of the faculty of North Dakota State College.

III. OTHER EMPLOYEES

A. Resignations

- 1. Mrs. Joyce Evans, Clerk Stenographer II in the Office of the Department of Speech, effective June 24, 1960, due to moving out of town.
- 2. Mrs. Loretta Dodson, Clerk Stenographer II in the Office of the Dean of the Faculty, effective July 1, 1960.

3. Mrs. Alice C. Forrest, as Clerk Stenographer II in the Office of the Department of Business Education, effective June 3, 1960, due to moving out of town.
4. Mrs. Joan Muench, Inventory Supervisor, effective June 30, 1960, for personal reasons.
5. Mr. Robert E. Poole, Assistant Food Production Manager, Student Union, effective June 2, 1960, for personal reasons.
6. Miss Patricia Reinkensmeyer, as Clerk Typist I in the Recorder's Office, effective May 13, 1960, to be married.
7. Mrs. Eleanor H. Sampen, Clerk Stenographer II in the Office of the Department of Geography, effective June 21, 1960, in order to join her husband in California.
8. Mrs. Norma J. Sperry, Clerk Typist II in the Alumni Office, effective May 20, 1960, due to moving out of town.
9. Miss Ruth Ann Springer, Clerk Stenographer III in the Special Education Office, effective May 30, 1960, in order to accept other employment.
10. Mr. Alvin P. Zvoda, Assistant Food Service Manager, effective June 30, 1960, in order to secure other employment.
11. Mrs. Marcella Allen, Clerk Stenographer II in the Business Office, effective June 23, 1960, for personal reasons.
12. Miss Bonnie J. Dawson, Clerk Stenographer I in the Metcalf School, effective July 29, 1960, for personal reasons.
13. Mrs. Beulah J. Garver, Janitress, effective August 26, 1960, to accept other employment.
14. Mrs. Elaine Ann Johnson, Clerk Typist I in the Office of the Dean of Men, effective August 12, 1960, due to moving out of town.
15. Mrs. JoAnn P. Marple, Clerk II in the Business Office, effective August 5, 1960, due to moving out of town.
16. Mrs. Joan M. Werner, Clerk Typist III in the Office of the Department of Health and Physical Education for Men, effective August 5, 1960, due to moving out of town.

AA. Retirements

1. Mr. Richard T. Mays, Janitor, effective August 31, 1960.
2. Mrs. Anna F. Staker, Clerk III in the Health Service, effective August 31, 1960.

B. Disability Leave

1. Mr. Fred I. Stiles, Assistant Farmer, from June 27, 1960 to November 28, 1960.

C. Continuation of Disability Leave

1. Miss Edna Erickson, Clerk Stenographer III in the Office of the Department of Biological Science, from May 21, 1960 to November 20, 1960.

2. Mrs. Lillian E. Floense, Assistant Fountain Supervisor, from May 29, 1960 to August 27, 1960.
3. Mrs. Lorene Meeker, Administrative Clerk in the Bureau of Appointments, from July 1, 1960 to June 30, 1961.

D. Change in Classification

1. Mrs. A. Marie Patterson, from Photographer I to Photographic Technician I, effective January 13, 1960.
2. Mrs. Cecile McCarthy, from Library Clerk II to Library Clerk III, effective July 16, 1960.

E. Change in Classification and Salary

1. Mr. George Lohnes, from Maintenance Worker at a salary rate of \$330.00 per month, to Maintenance Repairman, at a salary rate of \$360.00 per month, effective May 2, 1960.

F. Change in Salary

1. Mr. Henry E. Thornton, Kitchen Laborer, from a salary rate of \$230.00 per month to \$260.00, effective May 10, 1960, due to satisfactory completion of probationary period.
2. Mr. Henry S. Hocenic, Janitor, from a salary rate of \$315.00 per month to \$330.00 per month, effective July 1, 1960, in accordance with the agreement with Local #1110 and the Teachers College Board.
3. Mr. Harvey R. Mays, Maintenance Repairman, from a salary rate of \$335.00 per month to \$350.00 per month, effective July 1, 1960, in accordance with the agreement with Local #1110 and the Teachers College Board.
4. Mr. Carl Samuels and Mr. Henry Thornton, Kitchen Laborers, from a salary rate of \$265.00 per month to \$275.00 per month.

G. Change in Classification, Assignment, and Salary

1. Miss Mary Ann Cusey, from Clerk Stenographer II in the Offices of the Departments of Mathematics and Physical Science, at a salary rate of \$250.00 per month, to Clerk Stenographer III in the Special Education Office, at a salary rate of \$285.00 per month, effective June 14, 1960.
2. Approval is requested for the reclassification of the Purchasing Assistant I position in the Business Office to Purchasing Assistant II. This request is being made so that we may employ a food buyer as we move into a centralized food purchasing program.

GG. Request for New Positions

1. A new Clerk Typist I position is requested for the Housing Office because the work in housing is increasing tremendously with an approximate increase of 33 percent in our on-campus residents due to the completion of Hamilton and Whitten Halls. (General Revenue)
2. A new Clerk Typist I position is requested for the Student Union because the volume of business is increasing and also there is considerably more student use of the building facilities. This places such a large volume of work on the one clerical position that the service aspects of the Student Union are seriously affected. (Revenue Bond - Series '55)

3. The following positions are requested in order that we may put our new women's residence halls into operation. Salaries for all of these positions will come from Bond Revenue funds.
 - a. Three Janitors
 - b. Six Janitresses
 - c. One Housing Maintenance Supervisor
 - d. Nine Cooks
 - e. Two Kitchen Laborers
 - f. One Laundry Checker
 - g. One Food Production Manager
 - h. One Assistant Food Production Manager
 - i. One Storekeeper (approved in June 27, 1960, Advisory Committee letter).
4. A new Clerk Stenographer II position is requested for the Student Health Insurance Office to provide clerical-accounting service in connection with administration and servicing of a Student Health Insurance Program and a Student Loan Program. The salary for this position will be paid by income from the Student Health Insurance Program.
5. A new Clerk Stenographer II position is requested for Dr. Harold Gibson's work on the Bond Issue campaign, beginning immediately and to continue until December 15, 1960. Now that the basic work has been done by the faculty committees, a good deal of routine mailing, answering inquiries, preparing lists, etc. can and should be done by a full-time secretary in order to release Dr. Gibson, Dr. Johnson, and others to attend meetings, present speeches, and do other such jobs.

H. Appointments (Replacement)

1. Mrs. Janet E. Davis, as Clerk Stenographer II in the Office of the Department of Business Education, effective June 13, 1960, at a salary rate of \$250.00 per month, to take the place of Mrs. Alice C. Forrest, resigned.
2. Miss Linda J. Leesman, as Clerk Stenographer II in the Office of the Department of Mathematics, at a salary rate of \$250.00 per month, effective June 13, 1960, to take the place of Miss Mary Ann Cusey, transferred to another position.
3. Mrs. Ruth S. Liescheidt, as Inventory Supervisor in the Business Office, effective June 16, 1960, at a salary rate of \$340.00 per month, to take the place of Mrs. Joan Muench, resigned.
4. Mr. Harvey E. Mays, as Maintenance Repairman, at a salary rate of \$335.00 per month, effective April 18, 1960, to take the place of Mr. Stanley Kistner, resigned. (Position reclassified from Maintenance Worker to Maintenance Repairman).
5. Mrs. Patricia Talbert, as Clerk Stenographer II in the Recorder's Office, at a salary rate of \$245.00 per month, effective May 9, 1960, to take the place of Miss Patricia Reinkensmeyer, resigned.
6. Mrs. Barbara Whitmer, as Clerk Stenographer II in the Office of the Speech Department, at a salary rate of \$275.00 per month, effective June 20, 1960, to take the place of Mrs. Joyce Evans, resigned.
7. Mrs. Valerie J. Witten, as Clerk Stenographer II in the Office of the Department of Geography, at a salary rate of \$250.00 per month, effective May 23, 1960, to take the place of Mrs. Eleanor Sampen, resigned.

8. Miss Lois J. Wood, as Clerk Stenographer II in the Office of the Dean of the Faculty, effective June 27, 1960, at a salary rate of \$230.00 per month, to take the place of Mrs. Loretta Dodson, resigned.
9. Miss Judith Claudon, as Clerk Stenographer I in the Office of the Department of Health and Physical Education for Men, at a salary rate of \$235.00 per month, effective July 18, 1960, to take the place of Mrs. Joan M. Werner, resigned. (Position reclassified from Clerk Typist III to Clerk Stenographer I.)
10. Mr. William E. Dorethy, as Assistant Purchasing II in the Business Office, at a salary rate of \$575.00 per month, effective July 11, 1960. (Reclassification of Purchasing Assistant I position which has been vacant since the resignation of Mrs. Charmaine Saldin. Board Report, August 8, 1960.)
11. Mrs. Alma C. Green, as Clerk Typist II in the Business Office, at a salary rate of \$225.00 per month, effective July 1, 1960, to take the place of Mrs. Jo Ann P. Marple, resigned. (Position reclassified from Clerk II to Clerk Typist II.)
12. Mr. Albert J. Kieseewetter, as Assistant Farmer, at a salary rate of \$305.00 per month, effective July 1, 1960, to take the place of Mr. Fred Stiles on disability leave.
13. Mrs. Lucille E. Murray, as Food Service Supervisor in the Student Union, at a salary rate of \$375.00 per month, effective July 11, 1960, to take the place of Mr. Robert E. Poole, resigned. (Position downgraded from Assistant Food Production Manager to Food Service Supervisor.)
14. Mrs. Dorothy A. Quick, as Clerk Stenographer II in the Business Office, at a salary rate of \$275.00 per month, effective July 13, 1960, to take the place of Mrs. Marcella Allen, resigned.

I. Appointment (New Position)

1. Miss Shirley A. Steinbeck, as Clerk Stenographer I in the University High School Office, effective June 20, 1960, at a salary rate of \$230.00 per month. (1960-1961 Internal Budget, page 104.)
2. Miss Susan Bonnett, as Clerk Typist I in the Business Office, at a salary rate of \$230.00 per month, effective July 15, 1960. (1960-1961 Internal Budget, page 4.)
3. Miss Georgene E. Goeken, as Clerk Typist I in the Office of the Dean of Women, at a salary rate of \$225.00 per month, effective July 1, 1960. (1960-1961 Internal Budget, page 14.)
4. Mr. Donald R. Peasley, as Stores Clerk in the Departments of Biological Science and Physical Sciences, at a salary rate of \$350.00 per month, effective July 1, 1960. (1960-1961 Internal Budget, pages 46 and 78.)
5. Mr. John R. Van Dyke, as Assistant Broadcasting Engineer, at a salary rate of \$375.00 per month, effective July 1, 1960. (1960-1961 Internal Budget, page 89.)

J. Recommendation of Permanent Tenure

1. This is to recommend for permanent tenure a non-academic employee, Mr. James McKee, our present Farm Manager. His probationary period will be completed August 31, 1960. This particular approval needs special attention as Mr. McKee is the brother of the wife of Mr. Robert Monninger, a physical plant employee (Chief Plant Operating Engineer). According to Section 56 of the Governing Policies and

Practices of the Teachers College Board, it is necessary under such circumstances to receive Board approval, and upon the very strong recommendation of Dr. Harvey S. Woods, Head of the Department of Agriculture Education, and of Mr. David Wiant, Director of Personnel, and after looking into this particular situation, I do recommend that Mr. McKee be given permanent tenure. These two men are not in the same area, are not under the same immediate supervisor, and understand that they cannot be under one another at any time in the future under our present Board regulations.

V. THE CURRICULUM

A. Plans for Graduate Work Beyond the Master's Degree

1. For a number of reasons, ISNU would like to move into course work beyond the master's degree.
 - a. On page 4 of the ISNU Blueprint for Ten Years, dated October, 1958, the following statement appears, "As we progress into the jet-atomic-satellite age, it is vital that our curricula be continually studied, appraised, and modified . . . The University has a program leading to the degree of Master of Science in Education. With the growing importance of graduate work in the field of education, this program should be expanded. Work beyond the master's degree should be considered." We have have had some committees give thorough study to this idea.
 - b. A draft of a study on graduate work prepared for the Commission of Higher Education by Dr. Fred Wall, Graduate Dean of the University of Illinois, emphasizes the need for expansion in that area not only in those universities already offering graduate work, but also in some of those not now offering such work.
 - c. It is believed that certification boards are, at the urging of important educational groups, planning to set a minimum of six years of college work for certain positions such as in the field of school administration.
 - d. While our staff requested some sixth year work three years ago, the request was not presented to the Board because it was felt that our own master's degree program was not strong enough. We believe the latter has been strengthened enough that we can now move into a sixth year program.
 - e. Some of our ad hoc committees are now prepared to move ahead and develop sixth year programs and in time offer courses leading up to a doctor's degree in some areas.
2. The Graduate Council and the University Council of ISNU have discussed our plans in broad terms and approve plans for sixth year and further advanced graduate programs.
3. The other five presidents of our Joint Council have been sent a letter, dated May 26, to inform them of these plans and ask them to contact me by June 15 if they saw any objection to these plans. We have heard or have conversed with four of them and they are agreeable to our moving ahead. None has raised any objections.
4. The University understands that the need for any new program must be clearly established before the program is launched. In each instance there must be adequate staff and prospects for a sufficient enrollment to give promise of success.

Each separate program will have the approval of the proper faculty committee, the administration, and the Teachers College Board before it is introduced. At this time, however, it seems wise to consider the larger dimensions of the long-range plan in order to establish effectively the first steps that are to be taken beyond the master's degree.

5. It is our hope to present to the Graduate Committee of the Board in the fall or winter of 1960 detailed plans and curricula for advanced work in Educational Administration and in Guidance and Counseling. Other programs will follow as needs are shown, studies are made, and curricular programs are developed.

At this meeting of the Board this material is presented to inform you of our needs and to seek approval in principle of this development.

VI. BUILDINGS AND GROUNDS

- A. While the Union Building on our campus has been called the Student Union, this building has never been officially designated by the Board. It is the feeling of many, including the Student Union Board and our administrative staff, that the title Student Union is a misnomer, as the building was made possible originally by large gifts from staff members, townspeople and alumni. Each year sizable amounts of money accrue from the use of the building by numerous regional, state, and national educational organizations and conferences and by local groups. It is true that students contributed to the original fund necessary, and each year, through assessed student activity fees, contribute a major portion of the Union fund. This building should be available first of all to students, but is not and was never intended for student use alone.

Therefore, after a full discussion, the "Student Union" Board recommended on May 27, 1960, that the building be known officially as the University Union. I concur in this idea and request that the Teachers College Board take action on this matter at the August meeting.

IX. MISCELLANEOUS

A. Purchases

Advertised bids were received on equipment and commodities as follows:

1. Advertised bids were received on a metal turning quick change gear engine lathe, minimum 10" swing. Quotations received are as follows:

Globe Machinery Company 401 East 2nd Street Davenport, Iowa	\$ 1,638.31
Black and Company 125 East North Street Decatur, Illinois	1,691.06
John J. Normoyle Company 607 Third Avenue Moline, Illinois	1,701.90
Hileman Tool and Supply Company Attention: Mr. Elmer Hartig 405 North 13th Street Clinton, Iowa	1,714.33
Miller Ind. Supply Company 2104 East Locust Street Decatur, Illinois	1,775.00

Brodhead-Garrett Company 4560 East 71st Street Cleveland 5, Ohio	\$ 1,779.00
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Norman Machinery Company 2513 West Peterson Avenue Chicago 45, Illinois	1,887.34
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L. G. Evans Company 5027 West Fullerton Avenue Chicago 39, Illinois	1,891.06
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Indianapolis Machinery Company 1959-69 South Meridian Street Indianapolis 6, Indiana	1,947.10
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Recommendation: We recommend the low bid of Globe Machinery Company, 401 East 2nd Street, Davenport, Iowa, in the amount of \$1,638.31, payable from Equipment-General Revenue, be accepted.

2. Advertised bids on twelve Leitz (or equivalent) microscopes for the Biological Science Department were received as follows:

W. H. Kessel and Company 510 North Dearborn Street Chicago 10, Illinois	
Leitz	\$ 4,055.40
Less Trade-In of four Monocular microscopes	400.00
	\$ 3,655.40

American Optical Company Buffalo, New York	
AO Spencer No. N2MU-HI Microstar Microscope	\$ 4,249.80
Less Trade-In of four Monocular microscopes	180.00
	\$ 4,069.80

Recommendation: We recommend the acceptance of the low bid submitted by W. H. Kessel and Company, 510 North Dearborn Street, Chicago, Illinois, in the amount of \$3,655.40. (To be paid with funds appropriated from Equipment-General Revenue.)

3. Advertised bids were received on Laundry Services for sheets and pillow cases for the dormitory operations. These bids were requested after a survey was conducted, comparing the cost of additional laundry staff as opposed to having the work done by contract. The cost of the contract, as indicated below, is \$9,460.00. If this contract is accepted, it would eliminate two laundry shifts, costing us \$12,300.00 each year. We therefore, recommend acceptance of the contract.

Model-Paris Launderers and Cleaners 111 West Beaufort Street Normal, Illinois	\$ 9,460.00
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Recommendation: We recommend the acceptance of the bid submitted by Model-Paris Launderers and Cleaners, 111 West Beaufort Street, Normal, Illinois, in the amount of \$9,460.00, payable from Bond Revenue Funds.

Robert G. Bone
President

REPORT OF
NORTHERN ILLINOIS UNIVERSITY

August 8, 1960

I. STUDENTS

Enrollment, Summer Session, 1960

<u>DeKalb Campus</u>	<u>Men</u>	<u>Women</u>	<u>Total</u>	<u>Total 1 Yr. Ago</u>
<u>Undergrads: full-time</u>				
Unclassified*	52	127	179	137
Postgraduates	1	7	8	6
Seniors	141	184	325	208
Juniors	71	124	195	237
Sophomores	35	60	95	128
Freshmen	<u>40</u>	<u>60</u>	<u>100</u>	<u>151</u>
<u>Total, full-time undergrads</u>	340	562	902	867
<u>Undergrads: part-time</u>				
Unclassified*	5	14	19	21
Postgraduates	0	1	1	1
Seniors	8	9	17	117
Juniors	3	1	4	21
Sophomores	0	4	4	6
Freshmen	<u>10</u>	<u>17</u>	<u>27</u>	<u>22</u>
<u>Total, part-time undergrads</u>	<u>26</u>	<u>46</u>	<u>72</u>	<u>88</u>
<u>Total, undergraduates</u>	366	608	974	955
<u>Graduate Students</u>				
Full-time	665	236	901	693
Part-time	84	28	112	79
<u>Total, graduate students</u>	<u>749</u>	<u>264</u>	<u>1013</u>	<u>772</u>
<u>TOTAL, DE KALB CAMPUS STUDENTS</u>	1115	872	1987	1727
<u>Campus Workshops & Other Special Programs</u>				
not carried through IBM registration				
Undergrads	11	27	38	61
Graduates	179	132	311	122
<u>Net Totals: Undergrads and Graduates</u>	190	159	349	183
<u>Lorado Taft Field Campus</u>				
Net Total Undergrads	3	20	23	13
Net Total Graduates	1	13	14	20
<u>Net Totals: Undergrads and Graduates</u>	4	33	37	33
<u>GRAND TOTAL: All resident students (excluding duplicates)</u>				
Undergraduates	380	655	1035	
Graduates	<u>929</u>	<u>419</u>	<u>1348</u>	
<u>TOTAL</u>	1309	1074	2383	1943

* Apparently transient students who have not presented previous records from other schools for evaluation toward a degree from NIU. Designation first used, Summer, 1956.

Extension - Summer, 1960**

	<u>Men</u>	<u>Women</u>	<u>Total</u>	<u>Total 1 Yr. Ago</u>
<u>Center</u>				
Joliet Educ. 325	2	2	4	
Joliet Educ. 424	6	16	22	
Joliet Educ. 490	1	3	4	
Joliet Educ. 495	6	15	21	
Rockford Art 231	1	31	32	
Rockford S. Sci. 444	0	14	14	
Thornton Educ. 325	1	4	5	
Thornton Educ. 424	4	9	13	
Thornton Educ. 490	1	3	4	
Thornton Educ. 495	4	8	12	
Waukegan Art 231	0	22	22	
Waukegan Educ. 310	4	18	22	
Waukegan Educ. 325	1	11	12	
Waukegan Educ. 424	8	8	16	
Waukegan Educ. 435	6	16	22	
Waukegan Educ. 490	1	7	8	
Waukegan Educ. 495	8	8	16	
Waukegan S. Sci. 444	<u>4</u>	<u>15</u>	<u>19</u>	
<u>Total Extension</u>	58	210	268	174
<u>Duplicates</u>	-26	-65	-91	
<u>Net Total</u>	32	145	177	
 TOTAL UNIVERSITY STUDENTS**				
	1341	1219	2560	2117

** Incomplete figures since three other extension courses begin in August.

Enrollment

University School

Elementary school	74	62	136	135
Junior high school	<u>27</u>	<u>22</u>	<u>49</u>	<u>53</u>
<u>Total</u>	91	84	185	188

Scholarships - Residents Only

High School State Scholarships

Undergraduates	35	120	155	
Graduates	<u>5</u>	<u>7</u>	<u>12</u>	
<u>Total</u>	40	127	167	150

Legislative Scholarships U. G.	1	2	3	
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Veteran State Scholarships

Undergraduate	66	0	66	57
Graduates	<u>235</u>	<u>2</u>	<u>237</u>	<u>176</u>
<u>Total</u>	301	2	303	233
<u>TOTAL, All Scholarships</u>	342	131	473	383

Enrollment - full-time equivalent on basis of 8.0 semester hours per student

	<u>Men</u>		<u>Women</u>		<u>Total</u>		<u>One Yr. Ago</u>
	<u>Individ- uals</u>	<u>Full-time equiv.</u>	<u>Individ- uals</u>	<u>Full-time equiv.</u>	<u>Individ- uals</u>	<u>Full-time equiv.</u>	
<u>Resident***</u>							
Undergrads	380	360.75	655	599.125	1035	959.875	955 eq.of 899.9
Graduates	<u>929</u>	<u>860.50</u>	<u>419</u>	<u>316.875</u>	<u>1348</u>	<u>1177.375</u>	772 eq.of <u>721.1</u>
Total Residents	1309	1221.25	1074	916.0	2383	2137.25	1727 (eq. of 1621.0)
<u>Extension</u>							
Undergrads	29	17.75	144	72.75	173	90.50	140 eq.of 58.7
Graduates	<u>29</u>	<u>17.125</u>	<u>66</u>	<u>33.5</u>	<u>95</u>	<u>50.625</u>	34 eq.of <u>19</u>
<u>Total</u>	58	34.875	210	106.25	268	141.125	174 eq.of 77.7
<u>Duplicates</u>	<u>-26</u>		<u>-65</u>		<u>-91</u>		
Total Extension	32	34.875	145	106.25	177	141.125	
GRAND TOTAL	1341	1256.125	1219	1022.25	2560	2278.375	1901 eq. 1698.7

*** Includes IBM Registration, all campus workshops and special programs, and Lorado Taft.

Following is the summary of graduates at the close of the academic year, June 1960.

SUMMARY

Undergraduate College

Undergraduate alumni at close of 1958-1959 (all bachelor's degrees)	7290
Bachelor of Science in Education degrees conferred June, 1960.	436
Bachelor of Science degrees conferred June, 1960	214
Bachelor of Arts degrees conferred June, 1960	<u>44</u>
Total, bachelor's degrees conferred June, 1960	<u>694</u>
Total, undergraduate alumni.	7984

Graduate College

Master's degrees conferred at close of 1958-1959 . . .	737
Master of Science degrees conferred June, 1960	2
Master of Science in Education degrees conferred June, 1960	32
Master of Arts degree conferred June, 1960	<u>1</u>
Total, master's degrees conferred June, 1960	<u>35</u>
Total, graduates.	772
TOTAL DEGREES CONFERRED TO DATE (bachelor's and master's)	8756

II. FACULTY

1. Temporary Summer Session Appointments, Previously Approved

Mr. Paul Hermitan, faculty assistant, Department of Foreign Languages, at a salary of \$500 for five week summer session only, beginning June 27. Mr. Hermitan holds two university degrees from French institutions, and has been attending school in Chicago. This position was approved in the April, 1960, board report.

Mrs. Jannik Jones, faculty assistant, Department of Foreign Languages, at a salary of \$850 for the five week summer session only, beginning June 27, 1960. Mrs. Jones received her bachelor's degree from the American Education Center, Mexico City, Mexico. This position was approved in the April, 1960, board report.

Mr. David Montgomery, faculty assistant, Department of History, at a salary of \$770 for seven weeks of the summer session only. Mr. Montgomery earned his bachelor's degree from Swarthmore College and is doing further graduate work at the University of Minnesota where he holds a teaching assistantship. He replaces Dr. Merlin Gustafson, Department of Social Sciences, whose physician ordered him to rest this summer.

2. Payment of Substitutes - Northern Illinois Elementary and Junior High School

May 9: Mrs. Susanna Matz for Mr. Robert Wittrup who was ill.

May 10: Mrs. Vera Reach for Mrs. Doris Ludeman who was ill.

3. Change of Name

Miss Joan Rich, assistant professor, Department of Physical Education for Women, to Mrs. Joan Lucas.

4. Changes in Summer Session, 1960, Payroll Because of Shifts in Assignment

Dr. Merlin D. Gustafson, assistant professor, Department of Social Sciences, to be removed from summer session payroll because of illness. (See April, 1960 board report.)

Dr. Sonya Spiesman, associate professor, Department of Social Sciences, from \$988 to \$1480. Dr. Spiesman will teach a full load rather than two-thirds in order to relieve Dr. Gustafson. (See April, 1960 board report.)

5. Changes in Summer Session, 1960 Payroll - Replacements

	<u>June</u>	<u>July</u>	<u>August</u>	<u>Total</u>
Keys, Mrs. Martha Fac. Ass't, Music	400	200	--	600 (6 wks)
Replacing Dr. Marietta Sedlock who resigned. Background for Mrs. Keys given elsewhere in this report				
Moyer, John F. Assoc.Prof., Biol.Sci.				
Replacing Dr. Robert Bullington	820	820	--	1640
who will be on leave of absence. Background for Dr. Moyer given elsewhere in this report.				
Tsao, Peter Ass't Prof., Physics				
Partial replacement for Dr. Mazhar Hasan who resigned. Mr. Tsao is a regular member of the faculty.	350	350	--	700

	June	July	August	Total
Rice-Evans, Peter Assoc. Prof., Physics				
Partial replacement for Dr. Hasan.	500	500	--	1000
Background for Dr. Rice-Evans given elsewhere in this report.				
Plummer, John F. Ass't Prof., Ind. Arts				
Working 3/4 time, this position	560	560	--	1120
is essential to the departmental program. Mr. Plummer is a regular member of the staff.				

History Teacher - 2/3 time for seven weeks paid up to \$900.

6. Replacement - Summer Session, Only

Mrs. Martha Keys, faculty assistant, Department of Music, at a salary of \$600 for six weeks, replacing Dr. Marietta Sedlock who resigned. This is a temporary appointment. Mrs. Keys has her bachelor's degree from the University of Kansas City and has had experience in teaching through private lessons.

Dr. Peter Rice-Evans, associate professor, Department of Physics, replacing Dr. Mazhar Hasan who resigned, at a salary of \$1,000 part-time for the summer session only. Dr. Rice-Evans received his bachelor's degree from Exeter University, England and his doctor's degree from the University of London. He has had five years' teaching and research experience at Exeter University, the University of London, and comes to Northern from the Argonne National Laboratory where he is currently employed.

7. Change of Status

Miss Helen Wehling from \$7020R to \$7020, being temporarily relieved of duties in the Home Management House.

Mr. William Hermann, from temporary appointment as faculty assistant at a salary of \$2990 for six and one-half months, to permanent position as instructor at a salary of \$4750M for nine and one-half months, upon completion of master's degree.

8. Change of Title

Dr. Virgil W. Alexander from Director to Dean of the Evening College. Since Dr. Alexander's appointment as Director, the Evening College has increased in enrollment from 578 in 1956 to 1220 in 1959. In addition, a rapidly increasing number of regular students must register for evening classes because there is no space for them in daytime hours. Second semester, 1959-1960, there were 1681 in this group; during the coming year there will be many more. Dr. Alexander's being the only administrative office regularly open after 6:00 p.m., much of the responsibility for the operation of our program during the evening hours-- both educational and disciplinary--rests with him. For him, therefore, the title dean is more appropriate.

9. Senate Membership

Mr. George G. Evans, Head of the Department of Physical Education for Men, replacing Mr. William E. Healey, Assistant Head, who has represented that department since 1955. (See February, 1955, board report.)

10. Confirmation of Leave at Full Salary

Dr. Roy O. Burke, assistant professor, Department of Art, will be on leave of absence at full salary during the spring semester, 1961, because he did not receive a Fulbright award. (See April, 1960, board report.)

11. Leave of Absence Without Salary - Academic Year 1960-1961

Dr. Samuel R. Keys, assistant professor, Department of Education, leave of absence without salary for the academic year 1960-1961 in order to accept an assignment as associate coordinator of the Illinois Curriculum Program, working with the Office of the Superintendent of Public Instruction.

12. Permission to Establish New Position for 1960-1961 (Not in Internal Budget)
Health and Physical Education for Men

To make possible the inauguration of an intercollegiate swimming program and the reinstatement of Gymnastics, which had to be dropped last year because enrollment precluded the time being given in this area.

13. Resignations

Mrs. Jean D. Lindbergh, instructor, Department of Home Economics, effective June 13, 1960, to accept another position.

Mr. Ronald J. Patten, instructor, Department of Business Administration, effective June 13, 1960, to continue study toward the doctorate.

Mr. Lewis W. Stoneking, Department of Education, reported in the June, 1960, board report, has withdrawn his acceptance of the appointment.

Dr. Merton B. Utgaard, associate professor, Department of Music, effective August 12, 1960, to accept another position.

Dr. Jon R. Ashton, professor, head of Library Science Department, effective at the close of the summer session to accept another position.

Miss Shirley Dailey, assistant professor, University Schools, to accept another position.

Mr. Robert Day, associate professor - Music and Art, effective at the close of Summer School.

Dr. Frank DeSua, associate professor, Department of Mathematics, effective at the close of the academic year in June, to accept another position.

Dr. Mazhar Hasan, associate professor, Department of Physics, effective at the close of the academic year in June, to accept another position.

Miss Lila Lewis, instructor, Department of Speech, effective at the close of the academic year in June, to pursue graduate work.

Mr. James W. Pringle, instructor, Department of History, effective at the close of the academic year in June, to resume graduate work.

Mr. William Putnam, instructor, Department of History, effective at the close of the academic year in June, to accept another position.

Dr. S. Alexander Rippa, assistant professor, Department of Education, effective at the close of the summer session, to accept another position.

Miss Marion Sheriff, assistant professor, University Schools, on leave of absence, to accept another position.

Miss Agnes Sinniger, instructor, University Schools, at the close of the academic year in June, in order to be married.

Mr. Robert Weirick, instructor, University Schools, at the close of the academic year in June, to accept another position.

Mr. Stanley E. Weisberger, assistant professor, Department of Speech, effective at the close of the academic year in June, to accept another position.

14. Cancellation of Request for Leave

Mr. Joseph M. Vocolo, instructor, University School, has withdrawn his request for leave as presented in the April, 1960, board report.

15. New Degrees

Mr. Kendall C. King, assistant professor, Department of Philosophy, Ph.D., University of Michigan.

Mr. Garnet D. Olive, assistant professor, Department of Business Administration, Ph.D., State University of Iowa.

16. New Appointments, Previously Approved

Miss Pat Barron, instructor, Department of Physical Education for Women, at a salary of \$5580 for nine months beginning in September. Miss Barron earned her bachelor's degree at Judson College, Alabama, and her master's degree at the University of Alabama. She comes to Northern from a high school position in Alabama.

Mr. Norman B. Harris, assistant professor, Department of English, at a salary of \$6300 for nine months beginning in September. Mr. Harris received his bachelor's degree from Brown University, his master's degree from the Bread Loaf School of English, and has done additional graduate work at the University of Denver. He has eleven years' teaching experience and comes to Northern from a position at South Dakota State Teachers College.

Mr. Paul R. Mattox, instructor, Department of Speech, at a salary of \$5940 for nine months beginning in September. Mr. Mattox received his bachelor's degree from Los Angeles State College and his master's degree from the State University of Iowa. He has had two years' teaching experience and comes to Northern from a position at the Delta State Teachers College in Mississippi.

Dr. Ralph S. Novak, professor, Department of Business Administration, at a salary of \$8640 for nine months beginning in September. Dr. Novak earned his bachelor's degree at Iowa State Teachers College and his master's and doctor's degrees at the State University of Iowa. He has had thirteen year's teaching experience and comes to Northern from a position at Iowa State University.

Mr. Robert W. Ross, assistant professor, Department of History, at a salary of \$3240 for four and one-half months only beginning in September. Mr. Ross received his bachelor's degree from Westmont College, his master's degree from Claremont College, and has done considerable graduate work toward the Ph. D. at the University of California, Berkeley. With five years' teaching experience, he comes to Northern from a position at Wheaton College. This is a temporary appointment.

Mr. Frederick W. Terry, instructor or faculty assistant, Department of Mathematics, depending on completion of the master's degree by September 1, 1960, at a salary of \$5400 for nine months beginning in September. Mr. Terry received his bachelor's degree from Mansfield State College and is expecting to receive his master's degree from Northwestern University in August. He has had successful teaching experience in the Chicago public high schools.

Dr. Ruth B. Woolschlager, professor, Department of Business Education at a salary of \$8280 for nine months beginning in September. Dr. Woolschlager

earned her bachelor's degree at New York College for Teachers, Albany, and her master's and doctor's degrees at Northwestern University. She has had twenty year's teaching experience, thirteen of this in college teaching. She comes to Northern from a position at the University of South Dakota.

Mr. Robert H. Gourley, assistant professor, as Placement Counselor in the Placement Bureau, at a salary of \$9840 beginning September 1 for twelve months. Mr. Gourley earned his bachelor's and master's degrees at University of Illinois, and is completing work on his doctorate at Colorado State College, Greeley. He comes to Northern from a position as superintendent of the Leaf River, Illinois, community school.

Mr. Charles W. Brim, assistant professor, Bureau of University Research, at a salary of \$7920 for eleven months beginning in September. Mr. Brim earned his bachelor's and master's degrees at the University of Illinois where he is completing work on his doctor's degree. He has taught in the schools of Illinois and was research assistant at the University of Illinois from which he comes to Northern.

Dr. Henry Cross, assistant professor, Department of Psychology, at a salary of \$7380 for nine months beginning in September. Dr. Cross earned his bachelor's degree from Bethany-Peniel College (Oklahoma), his master's degree from the University of Oklahoma, and his doctor's degree from Ohio State University. He has had teaching experience at Olivet College (Illinois), Ohio State University, and comes to Northern from a position at the University of Wisconsin.

Mrs. Icilda P. Flournory, instructor, Department of Home Economics, at a salary of \$6120 for nine months beginning in September. This is a temporary appointment. Mrs. Flournory earned her bachelor's degree at Tuskegee Institute (Alabama) and her master's degree at the University of Massachusetts. She taught at Northern during 1959-1960 during the time Mrs. May Westbrook was on leave of absence.

Dr. Rubin Gotesky, professor, Department of Philosophy, at a salary of \$9000 for nine months beginning in September. Dr. Gotesky earned his bachelor's, master's, and doctor's degrees from New York University and has had teaching experience at Long Island University, New York University, and Tulane University. He comes to Northern from a position at the University of Georgia.

Mr. Jack Gray, assistant professor, Department of English, at a salary of \$6300 for nine months beginning in September. Mr. Gray earned his bachelor's degree from Washington State College at Pullman and his master's degree from the University of Connecticut. He has had teaching experience at the University of Connecticut, Syracuse University, and comes to Northern from a position at Flint Junior College, Michigan.

Mr. Robert T. Hilton, instructor, Regional Services, beginning May 23, 1960 at a salary of \$720 per month. Beginning in September, he will serve for eleven months at a salary of \$7920. Mr. Hilton earned his bachelor's and master's degrees at the University of Wisconsin and comes to Northern from a position with the Register-Republican, newspaper at Rockford, Illinois.

Dr. Orville E. Jones, assistant professor, at a salary of \$7200 for nine months beginning in September, at the Lorado Taft Field Campus. Dr. Jones earned his bachelor's degree at Bethany Nazarene College, Oklahoma, his master's and doctor's degrees at the University of Oklahoma. He comes to Northern from a position at Arkansas College, Batesville.

Mr. Nye L. LaBaw, associate or assistant professor, Department of Health and Physical Education for Men, at a salary of \$8550 or \$7980 for nine and one-half months beginning September 1. Rank and salary are dependent upon completion of the doctor's degree by September 1, 1960. Mr. LaBaw

earned his bachelor's and master's degrees from the University of Illinois. He has had teaching experience previously at Northern and returns from a position at Michigan State University.

Dr. Leo J. Loughlin, associate professor, Department of Education, at a salary of \$8100 for nine months beginning in September. Dr. Loughlin, earned his bachelor's degree from Wisconsin State College at Oshkosh, his master's and doctor's degrees from the University of Wisconsin. He has had teaching experience in the elementary and secondary schools, as supervising teacher, as superintendent of schools in Wisconsin, and comes to Northern from a position at the University of Wisconsin.

Dr. Blanche E. Owens, associate professor, co-ordinator for educational television, at a salary of \$10,800 for twelve months beginning July 1, 1960. Dr. Owens earned an associate of arts degree from Compton Junior College, California, her bachelor's and master's degrees from the University of California at Los Angeles, and her doctor's degree from the State University of Iowa. She has had teaching experience in the schools of Kansas and Colorado and comes to Northern from a position as director of educational television in the Wichita, Kansas public schools.

Dr. Joseph M. Sadnavitch, associate professor and consultant in special education, at a salary of \$10,780 for eleven months beginning September 1. This is a temporary appointment but if a survey of needs so warrants, this position will be made permanent at the close of the eleven month period. Dr. Sadnavitch earned his bachelor's and master's degrees from Southern Illinois University and his doctor's degree from the University of Nebraska. He has had teaching experience in the area of special education in the Illinois schools and served as instructor at the University of Nebraska. Dr. Sadnavitch comes to Northern from a position at Kansas State College, Pittsburg.

Dr. James Stinson, associate professor, Department of Earth Sciences, at a salary of \$8820 for nine months beginning in September. Dr. Stinson earned his bachelor's degree from the University of California at Santa Barbara, his master's and doctor's degrees from St. Louis University, Missouri. He has had teaching experience at Oklahoma State University and comes to Northern from a position at St. Louis University.

Dr. Genevieve B. Syverson, professor, Department of Education, at a salary of \$9000 for nine months beginning in September. Dr. Syverson earned her bachelor's degree from Northern Michigan College of Education, Marquette, her master's degree from Teachers College, Columbia University, and her doctor's degree from the University of Michigan. She has had teaching experience in the Michigan and Wisconsin public schools and at Eastern Michigan University, Ypsilanti. Dr. Syverson comes to Northern from a position at the University of Arizona.

17. Replacements

Dr. Virginia L. Belt, associate professor, Department of Social Sciences, at a salary of \$8100 for nine months beginning in September, replacing Dr. John W. Lloyd on leave for the academic year. Dr. Belt earned her bachelor's degree at Southern Illinois University, her master's degree at the University of Illinois, and her doctorate at the University of Illinois. With fifteen years' teaching experience, she comes to Northern from a position at Millikin University. This is a temporary appointment.

Dr. Ralph H. Bowen, professor, Department of History, at a salary of \$9720 for nine months beginning in September, replacing Mr. James Pringle, who has resigned. Dr. Bowen received his bachelor's degree from Amherst College and both his master's and doctor's degrees from Columbia University. He has had fourteen year's teaching experience and comes to Northern from a position at Long Island State College.

Mr. Robert B. Cluff, assistant professor, Testing Office, at a salary of \$7600 for ten months beginning August 15, 1960, replacing Miss Bernice Roth who will be on leave for the academic year. Mr. Cluff received his bachelor's degree from Brigham Young University, Provo, Utah, where he is completing work on his doctorate. He has taught in Utah and California schools and in Japan where he was in charge of the Air Force Dependency School. This is a temporary appointment.

Miss Dona Lee Hedrick, instructor, Department of Speech, at a salary of \$6120 for nine months beginning in September, replacing Dr. Stanley Weisberger who has resigned. Miss Hedrick has her bachelor's and master's degrees from the State University of Iowa and comes to Northern with eight years' teaching experience in the schools of Iowa, Illinois, and Oregon.

Dr. Wilmer A. Pautz, assistant professor, Department of Education, at a salary of \$7740 for nine months beginning in September, replacing Dr. John E. Baker, who resigned. Dr. Pautz earned his bachelor's degree at Wisconsin State College, Whitewater, and his master's and doctor's degrees at the University of Wyoming. He has had successful teaching experience in the high schools of Wisconsin and comes to Northern from the University of Wyoming.

Miss Priscilla Perry, instructor, Department of Biological Sciences, at a salary of \$5580 for nine months beginning in September, replacing Mr. Kenneth Harmet who will be on leave. Miss Perry received her bachelor's degree from Loyola University and comes to Northern from the University of Chicago where she has recently received her master's degree. This is a temporary appointment.

Dr. Rosalie D. Reynolds, associate professor, Department of Chemistry, at a salary of \$8100 for nine months beginning in September, replacing Dr. Wendell Lindbeck who will be on leave. Dr. Reynolds received her bachelor's degree from Illinois College and her master's and doctor's degrees from the University of Wyoming. She has had eight years' college teaching experience and comes to Northern from a position at the University of Wyoming. This is a temporary appointment.

Dr. John G. Sperling, assistant professor, Department of History, at a salary of \$7380 for nine months beginning in February, 1961, replacing Dr. Robert W. Ross who is temporary. Dr. Sperling received his bachelor's degree from Reed College, his master's degree from the University of California, Berkeley, and his doctor's degree from Cambridge University, England. He has had five years' university teaching experience and comes to Northern from a position at Ohio State University.

Miss Jo Anne Stone, instructor and supervising teacher of Dramatics and English, University Junior High School, at a salary of \$5940 for nine months beginning in September, replacing Mrs. Rachael Burchard, who was temporary. Miss Stone earned her bachelor's and master's degrees at Northwestern University and has done work beyond the master's at the University of Illinois. She comes to Northern from the Roosevelt Junior High School at Rockford where she taught English and Dramatics.

Mr. Michael L. Thompson, assistant professor, Department of Education, at a salary of \$7380 for nine months beginning in September, replacing Dr. Samuel R. Keys who will be on leave. Mr. Thompson earned his bachelor's degree at Southwest Missouri State College, his master's degree at the University of Arkansas, and expects to receive the Ed. D. there this summer. He has had successful teaching experience in the elementary schools of Missouri. This is a temporary appointment.

Mrs. Helen Tink, faculty assistant, Bureau of University Research, at a salary of \$4050 for nine months beginning September 12, replacing Miss Betty Irwin who resigned. Mrs. Tink received her bachelor's degree at Lawrence College, Appleton, Wisconsin. This is a temporary appointment.

Mr. John M. Wrenn, instructor, Department of Physical Education for Men, at a salary of \$7030 for nine and one-half months beginning in September, replacing Robert J. Brigham, who will be on leave. Mr. Wrenn earned his bachelor's degree at the University of Illinois and his master's at the State University of Iowa. He comes to Northern from a high school position in East Moline, Illinois. This is a temporary appointment.

Mrs. Juanita Cole, instructor, University Library, at a salary of \$6120 for nine months beginning in September, filling the position left vacant when she resigned a year ago to accompany her husband to Oklahoma. Mrs. Cole earned her bachelor's degree from Arkansas State Teachers College, Conway, and her bachelor's degree in library science from George Peabody College for Teachers. She has had teaching experience in the schools of Arkansas, Arkansas Polytechnic College and Northern Illinois University where she was granted tenure in 1958. She is now returning to our staff.

Mr. Donald Doyle, instructor or faculty assistant, Department of Speech, at a salary of \$5940 for nine months beginning in September, replacing Dr. William V. O'Connell who is retiring September 1. Mr. Doyle's rank is dependent upon completion of his master's degree. He earned his bachelor's degree from Arizona State University and comes to Northern from Northwestern University.

Miss Ruth A. Gau, instructor, University Schools, replacing Miss Shirley Dailey who resigned, at a salary of \$5940 for nine months beginning in September. Miss Gau earned both her bachelor's and master's degrees at Northern and was employed by the Department of Physical Education for Women during 1959-1960 as faculty assistant.

Mr. Louis Glorfeld, instructor, Department of English, at a salary of \$6300 for nine months beginning in September, replacing temporary appointments. Mr. Glorfeld earned his bachelor's and master's degrees at Iowa State Teachers College at Cedar Falls. He has had successful teaching experience in the schools of Iowa and California and comes to Northern from a position in the West Liberty State College, West Virginia.

Dr. Ella M. Hanawalt, professor, Department of Psychology, at a salary of \$3960 for the spring semester, replacing Dr. Edith Grothberg who will be on leave of absence. Dr. Hanawalt earned her bachelor's, master's, and doctor's degrees from the University of Michigan and served at Northern during 1959-1960 during the leave of absence granted to Dr. Ledford Bischof. This is a temporary appointment.

Miss Vivian Hardman, instructor, Department of Speech, at a salary of \$5580 for nine months beginning in September, replacing Mr. Roger Hufford who will be on leave of absence. Miss Hardman earned her bachelor's degree from Manchester College (Indiana) and her master's degree from Northwestern University. She comes to Northern from a position at Elmhurst College (Illinois.) This is a temporary appointment.

Mr. Kendall King, assistant professor, Department of Philosophy, at a salary of \$6300 for nine months beginning in September, replacing Dr. Donald Henze who resigned. Mr. King earned his bachelor's degree at the University of California at Los Angeles and his master's degree at the University of Michigan, where he has had experience as a teaching fellow.

Mr. David Lauerman, instructor, Department of English, at a salary of \$5580 for nine months beginning in September, replacing Mr. David Ray who resigned. Mr. Lauerman earned his bachelor's and master's degrees from the University of Notre Dame where he has had teaching experience. He comes to Northern from a position at the University of Indiana.

Miss Sandra Madigan, instructor, Department of English, at a salary of \$5400 for nine months beginning in September, replacing Miss Dona Murren

who resigned. Miss Madigan earned her bachelor's degree at Rockford College and her master's degree at the University of Arkansas. She has been employed on a temporary assignment during the spring semester at Northern during the time Dr. Paul Burtress was on leave of absence.

Mr. Charles R. Moore, instructor, University Schools, at a salary of \$5940 for nine months beginning in September, replacing Miss Marion Sheriff who resigned. Mr. Moore earned his bachelor's and master's degrees from Southern Illinois University where he has had teaching experience. He comes to Northern from a position at the Cisne, Illinois, Community High School.

Dr. John F. Moyer, associate professor, Department of Biological Sciences, at a salary of \$7380 for nine months beginning in June, replacing Dr. Robert Bullington who will be on leave of absence for a two-year period. This is a temporary two-year appointment. Dr. Moyer earned his bachelor's degree at Colorado State College, Fort Collins, his master's degree at the University of Wyoming, and his doctor's degree at Iowa State College at Ames. He has had teaching experience at State Teachers College, Mayville, North Dakota, at the College of St. Thomas and St. Paul, Minnesota, at Arkansas Polytechnic College, at Iowa State University, and comes to Northern from Northern State Teachers College, Aberdeen, South Dakota.

Mr. Robert E. Rundus, assistant professor, University Schools, at a salary of \$6840 for nine months beginning in September, replacing Mr. Donald Wilson who resigned. Mr. Rundus earned his bachelor's degree from Park College, Parkville, Missouri and his master's degree from the University of Illinois. He has had teaching experience in the schools of Kansas, New Jersey and Illinois, served as a visiting lecturer at the University of Illinois and comes to Northern from a position at Parkville College.

Mr. Lewis W. Stoneking, associate professor, Department of Education, at a salary of \$7740 for nine months or assistant professor at a salary of \$7200 beginning in September, depending upon completion of his doctor's degree by September 1, 1960. Mr. Stoneking replaces Dr. Frances Miller who resigned. He earned his bachelor's degree at Harris Teachers College and his master's degree at Ball State Teachers College. He comes to Northern from Indiana University where he is completing work on his doctorate.

Mr. Francis L. Teller, assistant professor, University Schools, at a salary of \$6840 for nine months beginning in September, replacing temporary appointments. Mr. Teller earned his bachelor's degree at Brockport State Teachers College, New York and his master's degree from Teachers College, Columbia University. He has had teaching experience in the public schools of New York and comes to Northern from the New Lincoln School, New York City.

18. Approval of the following to teach courses in the Graduate School

Department of Biological Sciences

Mr. John F. Moyer, Ph.D., Iowa State College

Department of Education

Mr. A. Kerby Tink, Ed.D., Northwestern University

Department of Physics

Mr. Peter Rice-Evans, Ph.D., University of London
Summer session, only

19. Graduate Assistants

We should like to request approval for the employment of eight additional fifth-year graduate assistants @ \$1350 \$10,800.

We should like to request approval for the employment of nine sixth-year graduate assistants @ \$2160 \$19,440.

The addition of these assistants will bring the total amount requested for 1960-1961 to \$42,390.00, including \$12,150.00 previously approved for graduate assistants under the old formula. (See April, 1960 board report)

This total falls within the maximum of \$43,200.00 permitted by the new formula, assuming a faculty of 400 for 1960-1961. (See By-Laws, page 27.)

Available funds from current budget, Personal Services, General Revenue.

III. OTHER SCHOOL EMPLOYEES

New Positions

We should like to have permission to employ up to three non-academic staff members as laundry worker and janitresses to assist in the residences during the time conferences are in session this summer. Salaries are payable from bond revenue funds.

Frances A. Carr, janitress (temporary), Physical Plant, @ \$235 per month, as of 6/20, per June Board Report.

Laura S. Korpi, laundry worker (temporary), Laundry, @ \$215 per month, as of 6/20, per June Board Report.

Sheila J. Adkinson, payroll clerk I, Business Services (Personnel), @ \$265 per month, as of 7/1, per April Board Report.

Claude R. Moore, maintenance equipment operator, Grounds, @ \$375 per month, as of 7/1, per April Board Report.

Ervin Woods, junior laboratory attendant, Physical Science, @ \$400 per month, as of 7/1, per April Board Report.

Frank J. Delmont, janitor, Physical Plant, @ \$330 per month, as of 7/1, per April Board Report.

Duane E. Keene, janitor, Physical Plant, @ \$330 per month, as of 7/1, per April Board Report.

Darla A. Owen, clerk-stenographer II, History, @ \$260 per month, as of 7/1, per April Board Report.

Susan D. Thomas, clerk-typist II, Admissions, @ \$230 per month, as of 7/1, to receive an increase not to exceed \$245 per month, upon supervisory recommendations, at the completion of a satisfactory probationary period, per April Board Report.

Janet L. Breese, library clerk I, Library, @ \$230 per month, as of 7/5, to receive an increase not to exceed \$245 per month, upon supervisory recommendations, at the completion of a satisfactory probationary period, per April Board Report.

Donald R. Potts, plumber, Physical Plant, @ \$3.95 per hour, as of 7/5, per April Board Report.

Robert L. Parks, stationary fireman helper, Heating Plant, @ \$395 per month, as of 7/6, per April Board Report.

Berniece E. Brasel, clerk-typist II, Typist Pool, @ \$245 per month, as of 7/11, to receive an increase not to exceed \$260 per month, upon supervisory recommendations, at the completion of a satisfactory probationary period, per April Board Report.

Vivian J. Cook, janitress, Physical Plant, @ \$240 per month, as of 7/11, per April Board Report.

Patricia A. Taylor, clerk-stenographer II, Audio-Visual, @ \$280 per month, as of 7/11, per April Board Report.

Robert B. Johnson, janitor, Physical Plant, @ \$330 per month, as of 7/11, per April Board Report.

Roy W. Iverson, painter, Physical Plant, @ \$3.20 per hour, as of 7/18, per April Board Report.

Carol Craig, library clerk I, Library, @ \$230 per month as of 7/18, to receive an increase not to exceed \$245 per month, upon supervisory recommendations, at the completion of a satisfactory probationary period, per April Board Report.

Wendell E. Bewsey, audio-visual aids technician II, Audio-Visual, @ \$375 per month, as of 7/18, in lieu of electronics technician II, per April Board Report.

Barbara Ann Heins, clerk-stenographer III, Vice President-Student Personnel Services, @ \$275 per month, as of 4/11, to be raised to \$300 as of 7/1, in lieu of secretary, per Internal Budget, 1959-60.

Nancy L. McMurray, clerk-stenographer III, Dean of Liberal Arts and Sciences, @ \$280 per month, as of 5/1, per April Board Report, to be raised to classification of secretary, with a salary of \$330 per month, 7/1, as indicated in April Board Report.

Sheila J. Adkinson, payroll clerk I, Business Services (Personnel), @ \$235 per month, as of 5/2, to be increased to \$265 per month as of 7/1, per April Board Report, in lieu of vacant bookkeeping machine operator position.

(Mr.) Bonnie LeMay, baker's helper, Bakery, @ \$250 per month, as of 5/2, per April Board Report.

George C. Olsen, routeman helper, Business Services, @ \$320 per month, as of 5/2, per April Board Report.

Robert J. Rhoades, assistant chief plant operating engineer, Physical Plant, @ \$535 per month, as of 5/1, to be increased to \$560 per month as of 7/1, per April Board Report.

Donna M. Lucas, clerk-typist II, Registrar's Office, @ \$230 per month, as of 6/1, to receive an increase not to exceed \$245 per month, upon supervisory recommendations, at the completion of a satisfactory probationary period, per April Board Report, to move into vacant position in August.

Judith A. Jackman, clerk-stenographer I (temporary), Admissions, @ \$240 per month, as of 6/13, per April Board Report.

Sandra L. Williams, clerk-typist II, Registrar's Office, @ \$230 per month, as of 6/13, to receive an increase not to exceed \$245 per month, upon supervisory recommendations, at the completion of a satisfactory probationary period, per April Board Report, to move to Earth Science-Bio. Science position in September.

Replacements

Louise O. McKenzie, cook's helper, Food Services, @ \$210 per month, as of 6/18, replacing Evelyn Pajkos, resigned.

Judith A. Scott, library clerk I, Library, @ \$230 per month, as of 6/20, to receive an increase not to exceed \$245 per month, upon supervisory recommendations, at the completion of a satisfactory probationary period, replacing Loretta Meyer, resigned 5/4.

Loretta B. Meyer, clerk-typist II (temporary), Placement, @ \$235 per month, as of 7/1, replacing Marian Arnold, resigned 6/10.

John G. Nordstrom, groundsman (temporary), Grounds, @ \$330 per month, as of 7/1, replacing Stanley Erickson, transferred.

Stanley E. Erickson, maintenance equipment operator, Grounds, @ \$375 per month, as of 7/1, replacing Ervin Woods, transferred.

Margaret L. Quensel, clerk-stenographer II, Library, @ \$285 per month, as of 7/1, to receive an increase not to exceed \$300 per month, upon supervisory recommendations, at the completion of satisfactory probationary period, replacing Phyllis Maloney, resigned 7/7.

Merille A. Joranlien, clerk-typist II, Student Health Service, @ \$250 per month, as of 7/5, to receive an increase not to exceed \$265 per month, upon supervisory recommendations, at the completion of a satisfactory probationary period, replacing H. Arlene Sloan, resigned 6/24.

Joyce E. Anderson, clerk-stenographer I, Stenographic Pool, @ \$235 per month, as of 7/6, to receive an increase not to exceed \$250 per month, upon supervisory recommendations, at the completion of a satisfactory probationary period, replacing Nancy McMurray, transferred.

Doris E. Hazenfield, clerk-stenographer II, English-Publications, @ \$280 per month, as of 7/7, to receive an increase not to exceed \$295 per month, upon supervisory recommendations, at the completion of a satisfactory probationary period, replacing Darla Owen, transferred.

Elizabeth A. Decker, clerk-stenographer III, Registrar's Office, @ \$310 per month, as of 7/11, replacing Joyce List, resigned 5/13.

Shirley A. Johnson, clerk-stenographer I, Stenographic Pool, @ \$245 per month, as of 7/15, to receive an increase not to exceed \$255 per month, upon supervisory recommendations, at the completion of a satisfactory probationary period, replacing Linda Snyder, transferred.

Caroline E. Burke, clerk-stenographer I, Speech & Hearing Clinic, @ \$235 per month, as of 7/18, to receive an increase not to exceed \$250 per month, upon supervisory recommendations, at the completion of a satisfactory probationary period, replacing Judith Haderer, resigned 7/29.

Medra N. Rader, library clerk II, Library, @ \$250 per month, as of 7/20, to receive an increase not to exceed \$265 per month, upon supervisory recommendations, at the completion of a satisfactory probationary period, replacing Mattie Deaton, resigned 6/30.

Theodore E. Voight, kitchen laborer, Food Services, @ \$250 per month, as of 7/21, replacing Donald McGookey, resigned 5/31.

Beverly M. Seward, clerk-stenographer II (temporary), Bio. Science-Earth Science, @ \$1.60 per hour for 120 hours, as of 3/21, replacing Anne Knodle, resigned 3/18.

Joan C. Cates, clerk-typist II, Bio. Science-Earth Science, @ \$245 per month, as of 4/11, replacing Anne Knodle, resigned 3/18.

Howard B. Clark, stationary engineer, @ \$505 per month, as of 4/7, replacing Arnold Hayes, on sick leave.

Alice E. Hett, clerk-stenographer II, English, @ \$280 per month, as of 4/11, to be increased to \$300 per month after six months' reemployment, replacing Barbara Heins, transferred.

Armande N. Vasilopoulos, clerk-typist II, Admissions, @ \$230 per month, as of 4/18, to receive an increase not to exceed \$255 per month, upon supervisory recommendations, at the completion of a satisfactory probationary period, replacing Valene Long, resigned 4/22.

Betty Lou Jackson, clerk-typist III, Business Services (Purchasing), @ \$260 per month, as of 5/2, to be increased to \$285 per month at completion of probationary period, replacing Shirley Micetich, resigned 5/25.

Darla A. Owen, clerk-stenographer II, English-Publications, @ \$260 per month, as of 5/2, to receive an increase not to exceed \$280 per month, upon supervisory recommendations, at the completion of a satisfactory probationary period, replacing Betty Teal, resigned 4/29.

Jane Brooke, accounting clerk II, Business Services (Accounting), @ \$290 per month, to accounting clerk II, Business Services (Cashier's Office), as of 5/2, replacing Shirley Hodge, resigned 5/6 (position reallocated).

Wanda J. Stroyan, tabulating machine operator I, Statistical Services, @ \$235 per month, as of 5/2, to be increased to \$260 per month as of 7/1, per April Board Report, replacing Barbara Davis, resigned 5/20.

Florence J. Stuart, typing clerk II, Business Services (Purchasing), @ \$235 per month, as of 5/2, to be increased to \$255 per month at completion of probationary period, replacing Sheila Adkinson, transferred.

Dorothy E. Wiebenga, accounting clerk II, Business Services (Accounting), @ \$275 per month, as of 5/3, to be increased to \$300 per month at completion of probationary period, replacing Jane Brooke, transferred.

Aline G. Lindus, cook, Food Services, @ \$220 per month, as of 5/7, replacing Alice Hunter, resigned 5/6.

Leona M. Kelly, clerk-stenographer III, Business Services (Purchasing), @ \$280 per month, as of 5/9, to be increased to \$305 per month at completion of probationary period, replacing Mary Beth VanBuer, resigned 5/13.

Elmer H. McPherson, kitchen laborer, Neptune Central, @ \$245 per month, as of 5/9, replacing David Lange, resigned 4/29.

George Svilar, janitor, Physical Plant, @ \$315 per month, as of 5/9, replacing Gilbert McNamer, resigned 4/30.

Loretta B. Meyer, clerk-stenographer I (temporary), Stenographic Pool, @ \$235 per month, as of 5/6, replacing Nancy McMurray, transferred.

Roberta L. Vaughn, library clerk II, Library, @ \$235 per month, as of 5/9, to receive an increase not to exceed \$260 per month, upon supervisory recommendations, at the completion of a satisfactory probationary period, replacing Carolyn Hinds, resigned 4/29.

Paulette D. Lofthouse, library clerk I (temporary), Library, @ \$1.55 per hour for 120 hours, as of 5/9, replacing Loretta Meyer, transferred.

Gilbert H. Gordon, janitor, Student Union, @ \$315 per month, as of 5/23, replacing Harold Furman, transferred.

Ann P. Madison, clerk-stenographer II, Admissions, @ \$255 per month, as of 6/1 retroactive to 5/1, to be increased to \$270 per month as of 7/1, per April Board Report, replacing Helen Farley, resigned 6/3.

Harold L. Furman, groundsman, Grounds, @ \$345 per month, as of 6/1, replacing Roy Berkley, transferred.

Mary E. Peterson, clerk-stenographer III, Student Activities, @ \$280 per month, as of 6/1, to receive an increase not to exceed \$300 per month, upon supervisory recommendations, at the completion of a satisfactory probationary period, replacing Barbara Learned, resigned 5/5.

Doris Z. Burch, clerk-typist II (temporary), Neptune - East, @ \$1.40 per hour for 64 hours, as of 6/1, replacing Adele Berkes, resigned 5/20.

Joan B. Smith, typing clerk II, Library, @ \$240 per month, as of 6/1, to receive an increase not to exceed \$260 per month, upon supervisory recommendations, at the completion of a satisfactory probationary period, replacing Helen Day, resigned 6/10.

Eleanor J. Hegland, clerk-typist II (temporary), Alumni & Publicity, @ \$1.72 per hour for 176 hours, as of 6/1, replacing Martha Miller, on leave.

Kenneth G. Swanson, library clerk III (temporary), Library, @ \$280 per month, as of 6/1, to be increased to \$290 per month as of 7/1, replacing Janice Moreland, resigned 5/31.

Sharon O. Luxton, clerk-stenographer II, Alumni & Publicity, @ \$240 per month, as of 6/6, to receive an increase not to exceed \$260 per month, upon supervisory recommendations, at the completion of a satisfactory probationary period, replacing Sharon Keast, resigning.

Beverly J. Waite, clerk-stenographer II (temporary), Home Economics, @ \$1.75 per hour for 76 hours, as of 6/6, replacing Carole Altergott, resigned 6/3.

Robert L. Myers, janitor, Physical Plant, @ \$315 per month, as of 6/11, replacing Charles Reams, resigned 5/31.

Carolyn J. Anderson, clerk-stenographer II, Women's P.E., @ \$240 per month, as of 6/13, to receive an increase not to exceed \$260 per month, upon supervisory recommendations, at the completion of a satisfactory probationary period replacing Judith Marshall, resigning.

Janet L. Lytle, clerk-stenographer I, Admissions, @ \$235 per month, as of 6/13, to receive an increase not to exceed \$250 per month, upon supervisory recommendations, at the completion of a satisfactory probationary period, replacing Ann Madison, transferred.

Joanne E. Matthew, clerk-stenographer II, Business Education, @ \$265 per month, as of 6/13, replacing Alyce McCants, resigned 6/10.

Carol Ann Stover, clerk-typist II, Registrar's Office, @ \$235 per month, as of 6/13, to receive an increase not to exceed \$255 per month, upon supervisory recommendations, at the completion of a satisfactory probationary period, replacing Wanda Stroyan, transferred.

Beverly J. Truman, clerk-stenographer II, Physical Science, @ \$240 per month, as of 6/13, to receive an increase not to exceed \$260 per month, upon supervisory recommendations, at the completion of a satisfactory probationary period replacing Nadine Budd, resigned 5/20.

Susan D. Thomas, clerk-typist II, Placement, @ \$230 per month, as of 6/16, to receive an increase not to exceed \$245 per month, upon supervisory recommendations, at the completion of a satisfactory probationary period, replacing Marion Arnold, resigned 6/10.

Change of Status

Paul I. Judah, watchman (temporary irregular), Physical Plant, @ \$1.81 per hour for 40 hours, as of 6/24.

Frances A. Carr, janitress (temporary), Physical Plant, from \$235 per month to \$240 per month, as of 7/1, per union negotiations.

Laura S. Korpi, laundry worker (temporary), Laundry, from \$215 per month to \$225 per month, as of 7/1.

Alice J. Baker, cook (temporary irregular), Lorado Taft Campus, @ \$1.35 per hour for 5 hours, as of 7/1.

Frances R. Gustafson, clerk-stenographer I (temporary), Stenographic Pool, @ \$1.55 per hour for 138.2 hours, as of 7/1.

Eleanor J. Hegland, clerk-typist II (temporary), Alumni & Publicity, @ \$1.72 per hour for 120 hours, as of 7/1.

Kenneth G. Swanson, library clerk III (temporary), Library, from \$280 per month to \$290 per month, as of 7/1.

Beverly J. Waite, clerk-stenographer II (temporary), Home Economics, @ \$1.75 per hour for 94 hours, as of 7/1.

Robert J. Wenzel, draftsman (temporary irregular), Physical Plant-Grounds, @ \$1.85 per hour for 140 hours, as of 7/1.

Sharen L. Bemis, library clerk I, Library, @ \$230 per month, to library clerk II, @ \$270 per month, as of 7/1, per April Board Report.

Betty L. Blake, clerk-stenographer III, Dean of Education, @ \$320 per month, to secretary (stenographic), @ \$360 per month, as of 7/1, per April Board Report.

Peter H. Bradley, electronics tech. II, Audio-Visual, @ \$420 per month, to electronics engineering asst., @ \$480 per month, as of 7/1, per April Board Report.

Andrew C. Evensen, maintenance worker, Physical Plant, @ \$390 per month, as of 7/1, formerly paid from Barracks Income Fund, per June Board Report.

Barbara M. Hammes, typing clerk I, Tests & Measurements, @ \$225 per month, to typing clerk II, @ \$260 per month, as of 7/1, per April Board Report.

Edna J. Hansen, tabulating machine operator II, Statistical Services, @ \$300 per month, to tabulating machine operator III, @ \$345 per month, as of 7/1, per April Board Report.

Elmer Holbo, janitor foreman, Gilbert Hall, @ \$390 per month, to custodial supervisor, Physical Plant (Series '57), @ \$450 per month, as of 7/1, per April Board Report.

Ruth Anne Johnston, clerk-typist II, Registrar's Office, @ \$235 per month, to typing clerk III, @ \$265 per month, as of 7/1, per April Board Report.

Stanley E. Erickson, groundsman, Grounds, @ \$345 per month, to maintenance equipment operator, @ \$375 per month, as of 7/1.

Claude R. Moore, groundsman, Grounds, @ \$345 per month, to maintenance equipment operator, @ \$375 per month, as of 7/1.

Richard V. Grant, accountant II, Business Services (Cashier's Office), @ \$515 per month, to assistant bursar, @ \$600 per month, as of 7/1, per April Board Report.

Ivan D. Houseman, second baker, Bakery, @ \$320 per month, to first baker, @ \$340 per month, as of 7/1, per April Board Report.

Helen E. Marshall, clerk-typist II, Registrar's Office, @ \$240 per month, to clerk-typist III, @ \$280 per month, as of 7/1, per April Board Report.

Bobbie J. Mitchell, baker's helper, Bakery, @ \$250 per month, to second baker, @ \$275 per month, as of 7/1, per April Board Report.

Nancy L. McMurray, clerk-stenographer III, Dean of Liberal Arts & Sciences, @ \$280 per month, to secretary (stenographic), @ \$330 per month, per April Board Report.

Clarence A. Neujahr, maintenance equipment operator, Grounds, @ \$370 per month, to maintenance repairman, @ \$400 per month, as of 7/1, per April Board Report.

Janet Sauter, clerk-stenographer II, Education, @ \$265 per month, to clerk-stenographer III, @ \$305 per month, as of 7/1, per April Board Report.

Cynthia J. Smith, duplicating machine operator I, Business Services (Duplicating), @ \$225 per month, to duplicating machine operator II, @ \$260 per month, as of 7/1, per April Board Report.

Mariann H. Storey, clerk-stenographer III, Dean of Fine & Applied Arts, @ \$305 per month, to secretary (stenographic), @ \$350 per month, as of 7/1, per April Board Report.

Norma J. Walt, tabulating machine operator III, Statistical Services, @ \$375 per month, to assistant tabulating supervisor, @ \$420 per month, as of 7/1, per April Board Report.

Elizabeth M. Lytle, clerk-typist II, Neptune-West, @ \$255 per month, to Neptune-East, as of 7/1 (July and August only).

Darla A. Owen, clerk-stenographer II, English-Publications, @ \$260 per month, to History, as of 7/1, no change in salary.

Susan D. Thomas, clerk-typist II, Placement, @ \$230 per month, to Admissions Office, as of 7/1, no change in salary.

Ruth M. Trimble, typing clerk II, Gilbert Hall, @ \$265 per month, to Neptune-West, as of 7/1 (July and August only).

Marian M. Fuller, cook, Food Services, from \$225 per month to \$255 per month, as of 7/5, per union negotiations.

Elizabeth A. Decker, clerk-stenographer II, Counseling, @ \$290 per month, to clerk-stenographer III, Registrar's Office, @ \$310 per month, as of 7/11.

Yolande M. Colvin, library clerk II (temporary), Library, @ \$2.00 per hour for 60 hours, as of 7/11.

Mabel A. Lenz, housekeeper (temporary), Home Economics, @ \$235 per month, as of 3/21.

Geraldine L. Bellich, clerk-typist II (temporary), Central Receiving, @ \$1.35 per hour for 27 hours, as of 3/21, per September Board Report.

Frances R. Gustafson, clerk-stenographer I (temporary), Stenographic Pool, @ \$1.55 per hour for 120.5 hours, as of 4/1.

Beverly L. Orman, clerk-stenographer I (temporary), Stenographic Pool, @ \$1.45 per hour for 110 hours, as of 4/1.

Robert J. Wenzel, draftsman (temporary irregular), Grounds-Physical Plant, @ \$1.85 per hour for 147 hours, as of 4/1.

Mattie L. Deaton, library clerk II, Library, from \$235 per month to \$245 per month, as of 4/5, completion of probationary period, per January Board Report.

Florence J. Stuart, inventory clerk (temporary), Central Receiving, @ \$1.35 per hour for 108 hours, as of 4/5.

Barbara A. Heins, clerk-stenographer II, @ \$265 per month, to clerk-stenographer III, Vice President-Student Personnel Services, @ \$275 per month, as of 4/11, per Internal Budget, 1959-60.

Ernest White, junior laboratory mechanic, Physical Science, from \$355 per month to \$370 per month, as of 4/12, completion of probationary period, per correction in April Board Report.

Paul I. Judah, watchman (temporary irregular), Physical Plant, \$1.81 per hour for 40 hours, as of 4/19.

Lucella F. Huey, clerk-typist II (temporary), Central Receiving, @ \$1.35 per hour for 40 hours, as of 4/25, per September Board Report.

George Belk, janitor, Physical Plant, from \$315 per month to \$345 per month, as of 4/28, per union negotiations.

Virgil A. Bodenhamer, utilities & maintenance repairman, Physical Plant, @ \$505 per month, to refrigeration mechanic, @ \$3.80 per hour, as of 5/1, per Dept. of Labor, Mr. Dickason, and Dr. Browne.

Howard B. Clark, stationary fireman, Physical Plant, @ \$450 per month, to stationary engineer, @ \$505 per month, as of 5/1, per April Board Report.

Joseph R. Homan, stationary fireman helper, Physical Plant, @ \$425 per month, to stationary fireman, @ \$450 per month, as of 5/1, per union contract.

Robert J. Rhoades, stationary engineer, Physical Plant, @ \$505 per month, to assistant chief plant operating engineer, @ \$535 per month, as of 5/1, per April Board Report.

Nancy L. McMurray, clerk-stenographer III, Stenographic Pool, @ \$280 per month, to clerk-stenographer III, Dean of Liberal Arts and Sciences, as of 5/1, per April Board Report.

Sheila J. Adkinson, clerk-typist II, Business Services (Purchasing), @ \$235 per month, to payroll clerk I, Business Services (Personnel), as of 5/2, no change in salary.

Faith M. Peura, cashier I, Business Services, from \$245 per month to \$255 per month, as of 5/2, completion of probationary period.

Alice Baker, cook (temporary irregular), Lorado Taft, @ \$1.35 per hour for 24 hours, as of 5/2.

Shirley L. Dirksen, nurse (temporary irregular), Lorado Taft, @ \$55 per week for two weeks, as of 5/2.

Margaret H. Sauter, cook, Food Services, from \$220 per month to \$230 per month, as of 5/2, per union negotiations.

Mabel R. Stitzel, cook, Lorado Taft, from \$220 per month to \$230 per month, as of 5/2, per union negotiations.

Frances R. Gustafson, clerk-stenographer I (temporary), Stenographic Pool, @ \$1.55 per hour for 132 hours, as of 5/2.

Beverly L. Orman, clerk-stenographer I (temporary), Stenographic Pool, @ \$1.45 per hour for 88 hours, as of 5/2.

Robert J. Wenzel, draftsman (temporary irregular), Grounds-Physical Plant, @ \$1.85 per hour for 154 hours, as of 5/2.

Lucella F. Huey, clerk-typist II (temporary), Central Receiving, @ \$235 per month, as of 5/2.

Violet Little, clerk-typist II, Fine Arts, from \$235 per month to \$245 per month, as of 5/3, completion of probationary period.

V. Louise Sauer, typing clerk II, Business Services, from \$235 per month to \$245 per month, as of 5/9, completion of probationary period.

Geraldine L. Bellich, clerk-stenographer I (temporary), Stenographic Pool, @ \$1.35 per hour for 68 hours, as of 5/9.

Marvel J. Blum, clerk-typist II (temporary), Registrar's Office, @ \$1.40 per hour for 212 hours, as of 5/9.

Wilma W. Murray, clerk-stenographer III (temporary irregular), Student Activities, @ \$1.50 per hour for 204.5 hours, as of 5/9.

Shirley M. Anderson, clerk-typist II, Registrar's Office, from \$235 per month to \$240 per month, as of 5/16, completion of probationary period.

Elizabeth A. Decker, clerk-stenographer II, Counseling, from \$255 per month to \$265 per month, as of 5/16, completion of probationary period.

Karl Boe, janitor, Physical Plant, from \$315 per month to \$345 per month, as of 5/30, per union negotiations.

Alice Baker, cook (temporary irregular), Lorado Taft, @ \$1.35 per hour for 39 hours, as of 6/1.

Virgil Bodenhamer, refrigeration mechanic, Physical Plant, from \$3.80 per hour to \$3.95 per hour, as of 6/1, per Dept. of Labor.

Arthur G. Carlson, plumber, Physical Plant, from \$3.80 per hour to \$3.95 per hour, as of 6/1, per Dept. of Labor.

Harold L. Furman, janitor, Student Union, @ \$345 per month, to groundsman, Grounds, as of 6/1, no change in salary.

Frances R. Gustafson, clerk-stenographer I (temporary), Stenographic Pool, @ \$1.55 per hour for 112 hours, as of 6/1.

David C. Johnson, janitor, Physical Plant, from \$315 per month to \$345 per month, as of 6/1, per union negotiations.

Paulette D. Lofthouse, library clerk I (temporary), Library, @ \$1.55 per hour for 15 hours, as of 6/1.

Curtis Lovig, janitor, Cafeteria, from \$315 per month to \$345 per month, as of 6/1 retroactive to 5/2, per union negotiations.

Beverly L. Orman, clerk-stenographer I (temporary), Stenographic Pool, @ \$1.45 per hour for 108.5 hours, as of 6/1.

Naomi N. Robinson, janitress, New Residence Hall, from \$235 per month to \$265 per month, as of 6/1, per union negotiations.

Sidney J. Wales, steamfitter, Physical Plant, from \$3.80 per hour to \$3.95 per hour, as of 6/1, per Dept. of Labor.

Robert J. Wenzel, draftsman (temporary irregular), Grounds-Physical Plant, @ \$1.85 per hour for 147 hours, as of 6/1.

Jacqueline Tyrrell, janitress, Physical Plant, from \$235 per month to \$265 per month, as of 6/2, per union negotiations.

Arnold K. Johnson, carpenter, Physical Plant, from \$3.40 per hour to \$3.55 per hour, as of 6/6, per Dept. of Labor.

Vernon E. Plapp, carpenter, Physical Plant, from \$3.40 per hour to \$3.55 per hour, as of 6/6, per Dept. of Labor.

Clarence Scott, carpenter, Physical Plant, from \$3.40 per hour to \$3.55 per hour, as of 6/6, per Dept. of Labor.

Robert M. Stacey, janitor, Physical Plant, from \$315 per month to \$345 per month, as of 6/11, per union negotiations.

Margaret Sauter, cook, Food Services, @ \$230 per month, to cook's helper, Food Services, as of 6/18, no change in salary.

Leave of Absence

Helen Tedford, cook, Food Services, from 6/27 through 9/7.

Mary Meier, clerk-typist II, Adams Hall, from 7/1 through 8/31.

Arthur Friestead, janitor, Physical Plant, from 7/28 to indefinite.

Martha T. Miller, clerk-typist II, Alumni & Publicity, from 6/1 through 7/31.

Virginia T. Hendrickson, food service manager, Student Union, from 6/18 through 9/5.

Return from Leave of Absence

Alice Hunter, cook, Food Services, as of 4/14.

Change of Name

Patricia J. Farley, to Patricia J. McCabe, as of 7/1.

Margaret K. Hickey, to Margaret K. McCaslin, as of 7/1.

Geraldine T. Mitchell, to Geraldine T. Benecke, as of 4/12.

Norma J. West, to Norma J. Smith, as of 5/16.

Resignations

Shirley Dirksen, nurse (temporary irregular), Lorado Taft, as of 5/15.

Beverly Orman, clerk-stenographer I (temporary) Stenographic Pool, as of 6/10.

Mattie Deaton, library clerk II, Library, as of 6/30.

Phyllis Maloney, clerk-stenographer II, Library, as of 7/7.

Evelyn Pajkos, cook's helper, Food Services, as of 7/12, while on layoff.

Margaret Budrich, clerk-stenographer II, Registrar's Office, as of 7/15.
 Sharon Keast, clerk-stenographer II, Alumni & Publicity, as of 7/22.
 Judith Marshall, clerk-stenographer II, Women's P.E., as of 7/22.
 Loretta Meyer, clerk-typist (temporary), Placement, as of 7/22.
 Judith Haderer, clerk-stenographer II, Speech & Hearing Clinic, as of 7/29.
 Marie Haendel, clerk-stenographer II, Alumni & Publicity, as of 7/29.
 Roy Caldwell, Kitchen Laborer, Food Services, as of 7-29-60.
 Geraldine Bellich, clerk-typist II (temporary), Central Receiving, as of 3/31.
 Beverly Seward, clerk-stenographer II (temporary), Bio. Science-Earth Science, as of 4/8.
 Valene Long, clerk-typist II, Admissions, as of 4/22.
 Paul Judah, watchman, (temporary) Physical Plant, as of 4/23.
 Aline Lindus, cook (temporary), Food Services, as of 4/24.
 Carolyn Hinds, library clerk II, Library, as of 4/29.
 Betty Teal, clerk-stenographer II, English-Publications, as of 4/29.
 David Lange, kitchen laborer, Food Services, as of 4/29.
 Gilbert McNamer, janitor, Physical Plant, as of 4/30.
 Loretta Meyer, library clerk I, Library, as of 5/4.
 Barbara Learned, clerk-stenographer III, Student Activities, as of 5/5.
 Shirley Hodge, clerk-typist II, Business Services, as of 5/6.
 Alice Hunter, cook, Food Services, as of 5/6.
 Joyce List, clerk-stenographer III, Registrar's Office, as of 5/13.
 Mary Beth VanBuer, clerk-stenographer III, Business Services (Purchasing), as of 5/13.
 Adele Berkes, clerk-typist II, Neptune - East, as of 5/20.
 Barbara Davis, tabulating machine operator I, Statistical Services, as of 5/20.
 James Tate, inventory clerk (temporary), Central Receiving, as of 5/20.
 Nadine Budd, clerk-typist II, Physical Science, as of 5/20.
 Shirley Micetich, clerk-typist III, Business Services (Purchasing), as of 5/25.
 Michael Trainor, kitchen laborer, Neptune Central, as of 5/26.
 Janice Moreland, library clerk III, Library, as of 5/31.
 Donald McGookey, kitchen laborer, Food Services, as of 5/31.
 Charles W. Reams, janitor, Physical Plant, as of 5/31.
 Carole Altergott, clerk-stenographer II, Home Economics, as of 6/3.
 Helen Farley, clerk-stenographer II, Admissions, as of 6/3.
 Paulette Lofthouse, library clerk I (temporary), Library, as of 6/6.
 Geneva Kangas, cook's helper, Food Services, as of 6/8.
 Marian Arnold, clerk-typist II, Placement, as of 6/10.
 Helen Day, typing clerk II, Library, as of 6/10.
 Doris Burch, clerk-typist II (temporary), Neptune - East, as of 6/10.
 Josephine Fox, health service nurse, University School, as of 6/10.
 Alyce McCants, clerk-stenographer II, Business Department, as of 6/10.
 Louise McKenzie, cook's helper (temporary), Food Services, as of 6/10.
 Marvel Blum, clerk-typist II (temporary), Registrar's Office, as of 6/13.
 Wilma Murray, clerk-stenographer III (temporary irregular), Student Activities, as of 6/13.
 H. Arlene Sloan, clerk-typist II, Student Health Service, as of 6/24.

Permission to Establish Additional Civil Service Position

1. We should like to have permission to establish the position of assistant director, University Housing Services, having a salary range of \$425-650 per month. Half of the funds are provided for this position as of July 1, 1960 in the housing director's budget under bond revenue. The balance will be charged to General Revenue, Personal Services. This division is made because off-campus housing is strictly a general revenue responsibility and half the time of this person will be given to the management of the off-campus housing work.

This additional position is needed because of the opening of the new married student housing units and additional demand for off-campus housing caused by continued increased enrollment.

2. Having conferred with Local #963 and Dr. Browne regarding salaries being paid male kitchen employees, we wish permission to increase salaries of these men retroactively, effective July 1, 1960. This request is being made in view of our inability to attract men to these classifications, and our intent to pay a wage which is comparable to that being paid in the community.

<u>Classification</u>	<u>Current Rate</u>	<u>Proposed Rate</u>
Kitchen Laborer (Stores responsibilities)	\$265 per mo.	\$285 per mo. Negotiated
Kitchen Laborer (No stores responsibilities)	\$250 per mo.	\$275 per mo. Negotiated
Baker's Helper	\$260 per mo.	\$280 per mo. Negotiated
Dishwasher	\$250 per mo.	\$275 per mo. Negotiated
Second Baker	\$275 per mo.	\$290 per mo. Non-negotiated

Salaries will be payable from respective Bond Series.

3. New Position (not in annual budget)

With the increasing number of evening classes and with the increasing number of activities and enlarged intramural program in the evenings, Dr. Keller has recommended that we make provision for an additional nurse to be added to the staff of the Student Health Service beginning with the opening of the academic year in September, 1960. This nurse would be on duty in the Student Health Service after the regular 5:00 p.m. closing hour and would be available for consultation and to take care of emergencies connected with the campus activities as well as being available to the students in the residence halls and to the students residing off-campus. Permission is requested to establish this new position which is in addition to the annual budget.

THE CURRICULUM

Approval of the following to teach courses in the Graduate School:

Department of Business Administration

Mr. Ralph S. Novak, Ph.D., State University of Iowa

Mr. Garnet D. Olive, Ph.D., State University of Iowa

Department of Business Education

Miss Ruth B. Wooschlager, Ed.D., Northwestern University

Department of Chemistry

Mrs. Rosalie D. Reynolds, Ph.D., University of Wyoming

Department of Earth Sciences

Mr. J. Robert Stinson, Ph.D., St. Louis University

Department of Education

Mr. Wilmer A. Pautz, Ed.D., University of Wyoming

Miss Genevieve B. Syverson, Ph.D., University of Michigan

Educational Television

Miss Blanche E. Owens, Ph.D., State University of Iowa

Lorado Taft Field Campus

Mr. Orville E. Jones, Ed.D., University of Oklahoma

Department of Philosophy

Mr. Ruben Gotesky, Ph.D., New York University

Mr. Kendall C. King, Ph.D., University of Michigan

Department of Psychology

Mr. Henry A. Cross, Ph.D., Ohio State University

Department of Social Sciences

Mrs. Virginia L. Belt, Ph.D., University of Illinois

Special Education

Mr. Joseph M. Sadnavitch, Ed.D., University of Nebraska

IX. MISCELLANEOUS

INSURANCE

1. Married Student Housing

Following is the lowest responsible bid of insurance bids on the Married Student Housing Building; Fire and Extended coverage in the amount of \$385,000.00, Fire and Extended coverage on the contents in the amount of \$42,000.00 and Use and Occupancy coverage in the amount of \$34,000.00:

Agency & Company	Total 5-yr. prem. <u>Use & Occupancy</u>	Total 5-yr. prem. <u>Fire & Ext. Coverage</u>
MaGill Agency, Chicago (Employes Mut. Casualty of Des Moines)	\$ 197.20	\$ 3,238.55 *

*In order to secure a binder on the above insurance it was necessary to designate an agent. Therefore, we drew by lot to determine the bidder to be recommended. The binder was provided at no cost to the university -- pending the approval of the successful bidder by the Board.

Payable in approximately five (5) equal installments from Married Student Housing, Operating Account, Bond Revenue Series '59.

Automobile Insurance

Permission is requested to extend our present insurance policy on motor vehicles, which expires September 21, 1960, to June 30, 1961. This will make possible the contract dates conforming with the annual budgets and will prevent premiums over-lapping bienniums. This policy would be cancelled if the Board should decide to discontinue this type of insurance prior to June 30, 1961.

Payable from Contractual Services, General Adm., G. R.

2. Transfer of \$12,000.00 from Contingency to Refunds

We wish approval to transfer \$12,000.00 from Contingency to Refunds. There is a balance of \$383,350.00 in the Contingency Fund.

3. Two (2) Cushman Model 780 Trucksters

The following quotation was received from the supplier of Cushman Trucksters in this area, the R. E. Common Equipment Company, 1515 S. W. Washington Street, Peoria, Illinois:

Two (2) Cushman Model 780 Trucksters, w/electric starter and cab, equipped with curtains, stake racks and pickup body covers. Pick-up model, Safety orange color \$2,089.00 *

Payable - \$1,044.50 from budgeted fds. Transportation, Equipment, G.R.
 " \$1,044.50 from Operating Acct., Bond Revenue, Series '57.

4. Additional Laundry Equipment

A quotation was received from the supplier of our original laundry equipment, the Troy Laundry Machinery Division, American Machine and Metals, Inc., East Moline, Illinois, for the following:

One (1) 42 x 36" Troy Electromanual Slyde-Out Washer, having a dry weight capacity of 150 lbs., having stainless steel shell and cylinder, unloading shelf type having one horizontal partition making two compartments, two cylinder doors and one shell door, dial type thermometer, automatic water inlet valve, manually operated hydraulically actuated outlet valve, steam piping and valves, V-belt motor drive, for operation on 220 volts, 3 phase, 60 cycles, A.C., or other standard electrical \$4,609.00 *

The above price is quoted FOB DeKalb, Illinois - Store Door Delivery - with services of a Troy Service Representative to supervise and assist with installation on foundations by university employees.

The University laundry is operated as an Auxiliary Enterprise under Series '50. The depreciation charges are a part of the operating cost and are pro-rated back to the respective units.

* Signifies low bid recommended.
 All bids were solicited in accordance with approved purchasing regulations.

Leslie A. Holmes
 President

REPORT OF
WESTERN ILLINOIS UNIVERSITY

August 8, 1960

I. Students

A. Enrollment, First Summer Term 1960

	Men & Boys	Women & Girls	Total	Equated to Full Time	One Year Ago	
					Total	Equated
1. University (on campus)						
Graduates	197	100	297		347	
Seniors	182	164	346		334	
Juniors	95	150	245		261	
Sophomores	48	94	142		167	
Freshmen	22	70	92		85	
Special	23	27	50		12	
	567	605	1172	1120	1206	1164
<u>Extension</u>						
Galesburg -						
Hort. 335	0	16	16			
Mt. Sterling -						
Conservation 335	2	18	20			
Mendon -						
Geog. 505 & Cons. 335	5	9	14			
Carlinville -						
Geog. 505 and						
Cons. 335-336	1	14	15			
	8	57	65		88	
<u>Tours</u>						
Canadian Rockies-						
Pacific Northwest	2	10	12			
Washington and U.N.						
Seminar	1	9	10			
	3	19	22		166	
<u>Workshop (non-credit)</u>	0	0	0		32	
Sub-total	578	681	1259		1492	
2. <u>Campus School</u>						
Kindergarten -						
Grade 8, incl.	186	194	380		383	
Grand Total	764	875	1639		1875	

B. Enrollment, Second Summer Term 1960

1. <u>University (on campus)</u>						
Graduates	170	77	247		274	
Seniors	153	118	271		271	
Juniors	98	112	210		225	
Sophomores	46	65	111		115	
Freshmen	27	48	75		56	
Special	24	37	61		14	
	518	457	975	908	955	904

	Men & <u>Boys</u>	Women & <u>Girls</u>	<u>Total</u>	<u>Equated to Full Time</u>	<u>One Year Ago Total Equated</u>
<u>Tours</u>					
Alaska	5	30	35		
General European	4	11	15		
Hawaii	2	24	26		
Mediterranean	0	8	8		
Mexico	3	31	34		
New England-Canadian					
Maritime Provinces	0	36	36		
'Round the World	0	16	16		
Russia	1	14	15		
Scandinavia-General					
European	7	24	31		
South America	2	18	20		
Story of the West	<u>2</u>	<u>24</u>	<u>26</u>		
	26	236	262		184
<u>Workshop (non-credit)</u>					
Clothing Construction	0	21	21		0
<u>Extension</u>	0	0	0		8
Grand Total	544	714	1258		1147

C. Scholarship Students, First Summer Term 1960

	<u>Student Activity and Registration Fees</u>	<u>Matriculation and Graduation Fees</u>
1. Teacher Education Scholarships	245	122
2. Military Scholarships	124	15

D. Graduates - Degrees Conferred May 29, 1960*

1. Master of Science in Education	114
2. Bachelor of Science in Education	380
3. Bachelor of Science	79
4. Bachelor of Arts	2

*Note: Of the number reported here the following completed the requirements for graduation in July and August 1959 (see November 1959 report): M.S. in Ed., 84; B.S. in Ed., 99; B.S., 15.

E. Graduates - July 1960 (degrees to be conferred June 1961)

1. Master of Science in Education	23
2. Bachelor of Science in Education	42
3. Bachelor of Science	4
4. Bachelor of Arts	0

II. Faculty and Administration

A. Resignations

1. Dr. George E. Slinger, Assistant Professor of Education, has submitted his resignation to become effective at the close of the Second Summer Term 1960.
2. Dr. Franklin P. Batdorf, Associate Professor of English, submitted his resignation to become effective at the close of the Second Summer Term 1960.
3. Dr. Lavon Rasco, Associate Professor of English, resigned effective at the close of the Second Summer Term 1960.
4. Miss Merle Draper, Instructor and Counselor of Women, submitted her resignation to become effective June 30, 1960.
5. Miss Carole C. Williams, Instructor and Supervising Teacher of Physical Education, has submitted her resignation to become effective at the close of the First Summer Term 1960.
6. Miss Dolores Gade, Faculty Assistant and Supervising Teacher of Home Economics, resigned effective with the close of the 1959-60 academic year.
7. Mr. Earl R. Nitschke, who was recommended in the April report for employment as Instructor and Supervising Teacher of Art, returned the contract unsigned.
8. Mr. Larry Foster, who was recommended in the April report for employment as Instructor in Audio-Visual Education, returned the contract unsigned.
9. Dr. James A. Parrish, Jr., Associate Professor of English, returned his contract for 1960-61 as he has accepted a position at the new University of South Florida.
10. Mr. Robert L. Suhr, Instructor of Mathematics, submitted his resignation effective at the close of the 1959-60 academic year.
11. Dr. Ned L. Reglein, Assistant Professor of Education, resigned effective at the close of the 1959-60 academic year.
12. Dr. Frank B. Kulfiniski, Assistant Professor of Biological Sciences has submitted his resignation to become effective at the close of the First Summer Term.
13. Dr. Frank J. Harnish, Assistant Professor and Supervising Teacher of Dramatics and Speech, requests release from his contract for 1960-61 in order to accept a position at Northern Illinois University. Dr. Harnish was on sabbatical leave on half salary during 1959-60, and according to Board policy he may fulfill his obligation by teaching two years at another state-supported institution in Illinois.

B. Leave of Absence

1. Dr. Rolf W. Larson, Dean of the School of Education, was on leave the week of July 25-30 for active duty with the United States Army Reserve at Ft. Sill.
2. Mr. Arlin D. Fentem, Assistant Professor of Geography and Geology, who is not on tenure, has requested leave of absence without salary for the Fall and Winter Quarters of the 1960-61 academic year.

During this period he expects to complete his dissertation and all requirements for the doctorate. Upon recommendation of the department head he has been given a contract for teaching the Spring Quarter 1961.

3. We have received a request from the Superintendent of Public Instruction for the loan of Mr. Wayne K. Howell, Assistant Professor of Audio-Visual Education, for two years beginning September 1, 1960. We, therefore, recommend that Mr. Howell be given leave of absence without salary for the period, September 1, 1960 to September 1, 1962. Mr. Howell will serve as Director of the Instructional Materials Program in the office of the Superintendent of Public Instruction.

C. Appointments

1. Miss Mary D. Gray is recommended for appointment as Assistant Professor and Supervising Teacher of Physical Education effective September 1960 at \$740 per month. She received the B.S. from Michigan State Normal College and the M.S. from the University of Illinois. In addition she studied at the University of Illinois during the past year. She taught five years at Maine Township High School-Park Ridge. At the University of Illinois she served two years as a graduate assistant and one year as instructor. She will replace Carole Williams in the high school physical education department and also serve as department chairman.
2. Mr. H. Wendell Hyde is recommended for employment as Instructor in the Department of Physics as a substitute for Kenneth Murphy who will be on leave during 1960-61. He received the B.A. degree from Taylor University and the M.S. from the University of Utah. He has taught in Indiana high schools and for the past two years has been on the staff of Iowa State Teachers College. His salary will be \$700 per month.
3. Mr. Don L. Viar is recommended for appointment as Instructor in the Department of Physical Education effective September 1960 as a replacement for Joel Collier, resigned. His degrees are: B. Ed., Western Illinois University; M.S., University of Illinois. He has been on the staff of Abingdon High School since 1945. His salary will be \$700 per month.
4. Mr. Paul Scholl is recommended for employment as Instructor in Audio-Visual Education effective September 1960 at a salary of \$640 per month. He will substitute for Wayne Howell, who has been granted leave of absence. Mr. Scholl earned the B.S. degree at Bowling Green State University and the M.S. at Indiana University. He has served as Assistant Director of the A-V Center at Indiana State Teachers College during the last two years.
5. Mr. Frank O'Connor is recommended for employment as Instructor in Audio-Visual Education beginning September 1960. This will be a one-year appointment as substitute for Don Crawford, who will be on sabbatical leave. He received the A.B. degree from Michigan State University and the M.S. from Indiana University. He has had three years of public school experience plus one year in the Chicago Board of Health Clinic, and has also been employed by North American Aviation. At present he is attending Fresno State College. His salary will be \$600 per month.
6. Mrs. Marjorie J. Molyneaux is recommended for appointment as Instructor and Supervising Teacher of Home Economics effective September 1960 at \$680 per month. She will replace Dolores Gade, resigned. Mrs. Molyneaux received the B.S. degree from Kirksville State Teachers College and the Master's from the University of Missouri. She has taught vocational home economics in Missouri high schools for twenty years.

7. Mr. Donald F. Scharfenberg is recommended for temporary employment as Instructor and Supervising Teacher of Art as a substitute for Russell E. Carter, who will be on leave in 1960-61. Mr. Scharfenberg holds the B.E. degree from Northern Illinois University and the M.E. from the University of Illinois. He has taught at National College of Education and since 1956 has been on the staff of Roosevelt Junior High School, Rockford. His salary will be \$660 per month.
8. Dr. A. Wayne Randolph is recommended for appointment as Associate Professor of Education and Head of the Bureau of Occupational Information and Placements effective August 16, 1960 at \$820 per month. He received the B.Ed. from Southern Illinois University and the M.S. and Ph.D. from the University of Wisconsin. He has taught eighteen years in public schools in Illinois, three years at the University of Wisconsin, and four years at Wisconsin State College at Eau Claire. In 1954-55 he served as Director of Education for American Schools in Venezuela.
9. Dr. Raymond K. Tucker is recommended for employment as Assistant Professor in the Department of Speech and Dramatic Art beginning September 1960 at \$800 per month. He replaced Richard Dean, resigned. He received the B.A. degree from the University of Denver and the M.A. and Ph.D. from Northwestern University. He served as a teaching fellow at Northwestern for three years, instructor in oral communication for the United States Steel Corporation for two years, and since 1958 has taught in the undergraduate division of Purdue University at Calumet. Also, since 1957 he has served as industrial consultant for the Detroit Mutual Insurance Co.
10. Miss Violet Tyler is recommended for employment as Instructor and Supervising Teacher of Physical Education beginning September 1960 as a replacement for Florence Hulett, resigned. Miss Tyler received the B.S. degree from Southern Illinois University and will receive the M.S. degree from the University of Illinois in August. She has had seven years of teaching experience in the public schools of Centralia, Danville and Glen Ellyn. Her salary will be \$680 per month.
11. Mr. James Alexander, Jr., is recommended for employment as Instructor in Geography and Geology for the Fall and Winter Quarters 1960-61 as a substitute for Arlin D. Fentem. Mr. Alexander was employed during the 1959-60 year in a temporary position as supervising teacher of geography, and he is highly recommended by the department head for this temporary appointment. His salary will be \$660 per month.
12. Dr. Paul W. Blackford is recommended for appointment as Associate Professor of English at \$840 per month. His degrees are: B.Ed., Western Illinois University; M.A., Bradley University; Ph.D., Northwestern University. His teaching experience includes nine years in Illinois high schools, one year at Bradley University, two years as teaching assistant at Northwestern University, and one year at Drury College. From 1951 to 1957 he was on the staff at Western, and since 1957 he has been teaching at DePauw University. Dr. Blackford will fill a new position provided in the budget for the English Department.
13. Dr. Robert L. Gregg is recommended for appointment as Associate Professor of Speech and Dramatics effective September 1960 at \$800 per month. He received the B.Ed. degree from Western Montana College of Education and the M.A. and Ph.D. from Columbia University. He has taught in Montana high schools, New York University, Columbia University, and the State University of Iowa. He served in the United States Air Corps two years. He replaces Harold F. Schory, who is retiring.

14. Mr. Robert N. Harding is recommended for appointment as Assistant Professor and Supervising Teacher of Mathematics effective September 1960 at \$700 per month. Mr. Harding received the A.B. degree from Doane College, M.Ed. from the University of Nebraska, and the M.S. from Oregon State College. He taught four years at Ord, Nebraska, and for the past year has been on the staff of the University of Nebraska. He fills a position that was vacated by Melvin Lang in 1959 and which was filled by two temporary appointees during the 1959-60 academic year.
15. Dr. James Neal Joyce is recommended for appointment as Associate Professor of Psychology beginning September 1960 at \$880 per month. His degrees are: A.B., Indiana University; M.A. and Ph.D., Ohio State University. He has been on the staff of Coe College since 1955. This is a new position provided in the budget for 1960-61.
16. Mr. Winston C. Lacey is recommended for employment as Instructor and Supervising Teacher of the Fifth Grade at a salary of \$600 per month. This is a temporary appointment as substitute for Bruce I. Vennard, who will be on leave of absence. Mr. Lacey received the B.S. and M.S. degrees from Western. He taught one year at Adair and since 1958 has been on the staff of Edison Junior High School in Macomb.
17. Mr. George Ross is recommended for appointment as Assistant Professor of Education effective September 1960 at \$780 per month. He received the B.A. and M.Ed. degrees from the University of Illinois and is scheduled to complete the requirement for the Ed.D. during the summer of 1960. He has taught seven years in elementary schools, three years at Greenville College, and two years as teaching assistant at the University of Illinois. This is a new position in elementary education provided in the budget for 1960-61.
18. Miss Florence Lucile Royster is recommended for employment as Instructor in the Department of Home Economics. This is a temporary appointment for the 1960-61 academic year as a substitute for Rhea Shields, who will be on leave. The salary will be \$660 plus maintenance (\$40 value). She holds the B.S. degree from the University of Oklahoma and the M.S. from Oklahoma State University. She has taught in Oklahoma high schools, Oklahoma A & M, Southwestern Oklahoma State Teachers College, Nebraska State Teachers College, and Oklahoma State University.
19. Dr. Ray H. Vanderburg will be employed as Associate Professor of English (Journalism) effective September 1960 at \$800 per month. This is a new position. His degrees are: B.A., Southeastern (Oklahoma) State College; M.Ed., Oklahoma University; Ed.D., Oklahoma State University. He has ten years of teaching experience in public schools and eleven years on the college level. He comes to Western from Kansas State Teachers College.
20. Dr. Thomas N. Filson is recommended for appointment as Assistant Professor of Education at \$740 per month beginning September 1960. He is a replacement for Robert Moore, resigned. Dr. Filson earned the B.A. degree at Chico (California) State College and the Ph.D. at the University of Minnesota. He has taught at Hastings College in Nebraska and served as a research assistant at the University of Minnesota.
21. Dr. Verna D. Wittrock is recommended for appointment as Assistant Professor of English effective September 1960 at \$800 per month. She holds the B.S., M.A., and Ph.D. degrees from the University of Illinois. She taught one year in the Champaign Junior High School, one year at the University of Illinois, and three years at the University of Nevada. Since 1958 she has been on the staff of Oakland City College.

22. Miss Martha E. vanSteenderen is recommended for employment as a substitute in the Department of Women's Physical Education during the 1960-61 academic year. Her salary will be \$620 per month. She received the B.S. degree from the University of Wisconsin and will complete the requirements for the Master's degree at Indiana University in July 1960. She has had three years of teaching experience in the DesPlaines, Illinois, public schools. She will substitute for Miss Ingram, who is not available until November 28, during the Fall Quarter and for Dr. Brophy who will be on leave during the Winter and Spring Quarters.
23. Mr. Wayne Wiggins is recommended for appointment as Assistant Professor of Education effective September 1960 at \$720 per month. This is a new position as guidance director in the Campus School. Mr. Wiggins received the B.S. and M.S. degrees from Western and is to receive the Ed.D. from Indiana in June 1960. He has had considerable counseling experience in the Navy and during the past year was an intern at the Indiana State Hospital.
24. Mr. Ralph E. Barclay, Jr., is recommended for appointment as Instructor in the Department of Health and Physical Education effective September 1960 at \$620 per month. Mr. Barclay received the B.S. and M.A. degrees from Bradley University. He taught three years at Galva High School and for the last three years he has been on the staff of Carthage College. He is a replacement for Robert N. Miller, resigned.
25. Miss V. Agnes Wessling is recommended for employment as Instructor in the Department of Mathematics at \$640 per month. This is a temporary appointment for the 1960-61 academic year as a replacement for Robert Suhr, resigned. Miss Wessling received the B.A. degree from Iowa State Teachers College and the M.S. from the State University of Iowa; in addition, she has taken summer work at Purdue University, Drake University, Iowa State College, and the State University of Iowa. She has eighteen years of teaching experience, the last two of which were at the Burlington Junior College.
26. Miss Roylene Peterson is recommended for employment as Instructor in the Department of Physical Education for Women effective September 1960 at \$660 per month. She will fill the position for which Alice Kellogg was employed on a temporary basis in 1959-60. Miss Peterson received the A.B. degree from Monmouth College, the M.S. from MacMurray College, and has taken additional graduate work at Western. She has taught ten years in Illinois high schools.
27. Dr. Helen Swisher Carlson is recommended for appointment as Assistant Professor of English effective September 1960 at \$700 per month. She will replace Dr. James Parrish, resigned. Mrs. Carlson's degrees are: B.A. and M.A., University of Nevada; Ph.D., University of New Mexico. She has served as Teaching Assistant and Senior Fellow at the University of New Mexico.
28. Dr. R. D. Henry is recommended for appointment as Assistant Professor of Biological Sciences effective September 1960 at \$700 per month. He will replace Frank B. Kulfiniski, resigned. His degrees are: B.S., Ohio State University; M. A., University of Illinois; Ph.D., Ohio State University. For the past two years he has been on the staff of Ohio Wesleyan University. He served as Research and Teaching Assistant at the University of Illinois and Ohio State University.

D. Appointment of Graduate Assistants

1. George R. Marshall, B.S. in Ed., Western Illinois University (August 1960) - Mathematics Department at \$120 per month for 1960-61 academic year.

2. Rex Renner, B.S. in Ed., Western Illinois University (July 1960) - Education (Campus School) at \$120 per month for seven months, September 6, 1960 to April 6, 1961.
3. William Calvin Bassitt, B.S., West Virginia Institute of Technology - Education (Guidance), \$180 per month for 1960-61 academic year.
4. Mrs. Anne Brown Byram, A.B., University of Michigan - Education (Guidance), \$180 per month for 1960-61 academic year.
5. Mrs. Pearl Galloway Price, B.Ed., Western Illinois University - Education (Guidance), \$180 per month for 1960-61 academic year.
6. Sigurd H. Harbak, B.S., University of Illinois - Education (Men's Physical Education), \$120 per month for 1960-61 academic year.
7. Charles F. Armitage, B.S. in Ed., Western Illinois University - Education (Men's Physical Education), \$120 per month for 1960-61 academic year.
8. Donald R. DeTaeye, B.Ed., Western Illinois University - Education (Men's Physical Education), \$120 per month for 1960-61 academic year.

E. Summer School Changes

1. Dr. Lavon Rasco, Associate Professor of English, is being employed during the Second Summer Term at his regular salary of \$860 per month.
2. Dr. Paul W. Blackford will replace Dr. James Suiter in the Department of English for the Second Summer Term. Dr. Blackford's salary will be \$840 per month, or \$1,260 for the term.
3. Mrs. Alice Bennett Kellogg will be employed as Faculty Assistant in Women's Physical Education during the Second Summer Term at \$200 per month for one-half time work, or a total of \$300 for the term. She will replace Florence Hulett, resigned.
4. Mr. Guy Ricci, Instructor of Physical Education, requested release from his teaching schedule for the First Summer Term; however, he will be employed for the last two weeks in August to assist with football. His salary for that period will be \$360.
5. Mr. Paul Swain, Assistant Professor of Art, who was scheduled to teach full time during the Second Summer Term, requested that his teaching schedule be reduced to a half load for that term. Mr. W. Dean Eckert, Assistant Professor of Art, who was originally scheduled to teach half time during the First and Second Terms asked to be released from duty both terms so that he would be free to study at the University of Iowa. Mr. Swain will teach the class originally scheduled for Mr. Eckert the Second Term, and the program scheduled for Mr. Eckert for the First Term was canceled.
6. Mr. Claire Dorst will be employed as Instructor in Art the Second Summer Term to replace Paul Swain. Mr. Dorst is regularly employed on the staff of Carthage College. He will be paid at the rate of \$640 per month, or a total of \$960 for the term.
7. Mr. Robert Torley, who was recommended for employment as Faculty Assistant in Public Services for the First and Second Summer Terms, will not be available for the First Term and, therefore, will work only the Second Term.

8. Mr. Robert E. Gabler, Associate Professor of Geography and Geology, will teach the Second Summer Term rather than the First Term as indicated in the April report. There will be no change in salary.
9. Mr. Robert E. Vanni, Instructor in Physical Education, will be employed the last two weeks in August to assist with football. His salary for that period will be \$290.
10. Mr. Vernon E. Johnson, Instructor in English, has received a grant for summer study and requested to be released from his contract for the First and Second Summer Terms. The classes that he was scheduled to teach were canceled.
11. Mr. Roy Bates, who was to have been employed during the month of June, has been notified that his services will not be needed due to the New England-Canadian Maritime Provinces Tour for the First Summer Term being canceled. Mr. Bates' contract was issued subject to this tour having a sufficient enrollment.
12. Mr. Winston C. Lacey, who will teach Fifth Grade next year, will substitute for Helen Hoing in the Sixth Grade during the First Summer Term. His salary will be \$600 per month, or a total of \$900 for the term.
13. Dr. Jewell Patricia Haddock was employed as Assistant Professor in the Department of Education during the First Summer Term at \$740 per month, or \$1,110 for the term. Dr. Haddock is a member of the staff at Jersey City State College.
14. Dr. Ralph Erickson will be employed as Assistant Professor of Education during the First and Second Summer Terms to replace Ned Reglein, resigned. His salary will be \$700 per month, or a total of \$2,100 for the two terms. He is a member of the staff of Mississippi State College for Women.
15. Mr. D. Noel Brooks, Assistant Professor, requests release from his contract for the Second Summer Term 1960. To replace Mr. Brooks we have employed Mr. James G. Ashbaugh of Portland State College, who was formerly on the staff at Western. He will receive the same salary as Mr. Brooks which is \$640 per month, or \$960 for the term.
16. Miss Helen Buckley, Instructor and Supervising Teacher of English, requests release from her contract for the First Summer Term in order to accept a summer study grant through the Danforth Foundation. The program scheduled for Miss Buckley has been canceled.
17. Mr. Ralph E. Barclay, Jr., will be employed as Instructor in Physical Education for the First Summer Term and two weeks in August at the rate of \$620 per month, or a total of \$1,240 for the summer. He replaces Robert N. Miller.
18. Dr. Eugene Pergament, Assistant Professor of Biological Sciences, requests leave of absence without salary the last two weeks of the Second Summer Term to attend a Genetics Conference on a National Science Foundation Fellowship. To replace Dr. Pergament we recommend that Dr. Everett Morris, Assistant Professor, be employed at his regular salary rate which would be \$180 for the two weeks (half-time assignment).
19. Mr. Louis H. Saban remained for the first week of the First Summer Term to fill the vacancy created by Mr. Ricci's leave, and he was paid at his regular salary rate which was \$195. Mr. Thomas Gilbert Moore is teaching the last four weeks and is being paid at the rate of \$600 per month. Mr. Moore received the B.S. and M.S. degrees from

Western and is on the staff of Bloom Township High School. (These classes were taught by other staff members for one week.)

20. Mr. Don L. Viar was employed as Instructor in the Department of Men's Physical Education as a replacement for Joel Collier for the First Summer Term. His salary is \$600 per month, or \$900 for the term. His degrees are: B.S., Western Illinois University; Master's from the University of Illinois. He is employed in the Abingdon Unit Schools.

III. Other Employees

A. Resignations

1. Gloria M. Walton, WCS-143, Clerk Stenographer I in General Plant Office, effective August 12, 1960. She has vacation due her and will be continued on the pay roll through August 26, 1960.
2. Wanda I. Stone, WCS-105, Clerk Stenographer I in the Office of the Director of Athletics, effective August 19, 1960. She will be continued on the pay roll through August for the vacation due her.
3. Donna S. Johnson, WCS-115, Clerk Typist I, effective August 26, 1960. She will be paid through September 2 for vacation due her.
4. Connie Staggs, WCS-149, Clerk Stenographer II in the Office of the Dean of Education, effective June 15, 1960.
5. Mary Jane Barth, WCS-97, Clerk Stenographer II in the Audio-Visual Department, effective June 15, 1960. She will be on the pay roll through June as she has vacation due her.
6. Carol J. Hilton, WCS-57, Clerk Stenographer II in the Alumni Office, effective June 16, 1960. She will be on the pay roll through June 30 as two weeks' vacation are due her.
7. Mrs. Carol Welch Hilton, WCS-88, Clerk Stenographer II in the Office of the Counselor for Men, effective July 22, 1960. She will be on the pay roll through July as she has vacation due her.

B. Layoffs

1. Olive G. George, WCS-119, Assistant Residence Hall Director, effective June 29, 1960.
2. Vivian Roberts, WCS-25, Maid, effective July 5, 1960.
3. Vearl W. Smith, WCS-131, Maid, effective July 12, 1960.
4. Geraldine L. Reeves, WCS-129, Maid, effective July 15, 1960.
5. Alice M. Schelier, WCS-100, Assistant Residence Hall Director, effective July 27, 1960.
6. Irene Brewer, WCS-128, Maid, June 6, 1960.
7. Marguerite Chenoweth, WCS-130, Maid, June 6, 1960.
8. Nell Purdum, WCS-137, Maid, June 6, 1960.

C. Reinstatements

1. Geraldine L. Reeves, WCS-129, Maid, effective June 20, 1960 (on layoff status since June 6, 1960).

2. Vearl W. Smith, WCS-131, Maid, effective June 27, 1960 (on layoff status since June 6, 1960).
3. Elizabeth W. Jones, WCS-10, Residence Hall Director, effective July 1, 1960 (on leave of absence without salary since June 6, 1960).
4. Vivian M. Roberts, WCS-25, Maid, effective July 1, 1960 (on layoff status since June 6, 1960).
5. Olive L. George, WCS-119, Assistant Residence Hall Director, effective July 1, 1960 (on layoff status since June 29, 1960).
6. Vearl W. Smith, WCS-131, Maid, effective July 18, 1960 (on layoff status since July 12, 1960).

Appointments

1. Romona L. Hughes was employed as Typing Clerk II, WCS- , effective July 1, 1960 at \$250 per month. This is a new position in the Housing and Financial Aids Offices. (Approved 6/27/60)
2. Marie L. Horrell was employed as Janitress, WCS- , effective July 1, 1960 at \$240 per month. This is a new position provided in the 1960-61 budget. Mrs. Horrell was formerly employed as Cook, WCS-72.
3. Nell R. Purdum was employed effective July 1, 1960 as Janitress, WCS- , at \$240 per month. This is a new position provided in the budget for 1960-61. Mrs. Purdum was formerly employed as Maid, WCS-137.
4. Sharon M. Curless was employed as Clerk Stenographer I, WCS- , effective July 7, 1960 at \$250 per month. This is a new position in the office of the Coordinator of Laboratory Experiences.
5. Helen N. White was employed August 1, 1960 as Clerk Stenographer I, WCS- , at \$250 per month. This is a new position in the Business Office.
6. Hollis J. Campbell was employed as Policeman, WCS- , effective August 1, 1960 at \$345 per month. This is a new position provided in the 1960-61 budget for the Security Department.
7. Marilyn K. Raymond was employed beginning July 19, 1960 as Clerk Stenographer I in the Mathematics and Guidance Offices, WCS-124, as a replacement for Cheryl McFadden. Her salary is \$250 per month.
8. Julia R. Finley was employed effective July 18, 1960 as Clerk Stenographer I, WCS- , at \$250 per month. This is a new position in the office of the Manager of Student Center and Housing.
9. Leah L. Mahaffey was employed July 18, 1960 as Clerk Stenographer II, WCS-57, at \$275 per month. She replaced Carol J. Hilton in the Alumni and Public Services Office.
10. Mr. Carl B. Holstine was employed as temporary Groundsman effective April 18, 1960 at \$315 per month. His employment is not to exceed six months.
11. Mr. Clarence M. Waller was employed as temporary Groundsman effective May 2, 1960 at \$315 per month. This appointment is not to exceed six months.
12. Mr. Harold R. Kennedy was re-employed as Janitor, WCS-42, effective April 18, 1960 at \$345 per month following leave due to illness.

13. Muriel J. Stremmel was employed effective June 2, 1960 as Typing Clerk II, WCS-108, in the Business Office as a replacement for Norma T. Kimler. Her salary is \$270 per month.
 14. Mrs. Sandra J. Bettis was employed effective June 8, 1960 as Clerk Stenographer II, WCS-97, at \$255 per month. She replaces Mary J. Barth in the Audio-Visual Education Department.
 15. Mildred I. McCullough was employed effective June 13, 1960 as Clerk Stenographer II, WCS-149, at \$250 per month. She replaced Connie Staggs in the office of the Dean of Education.
 16. Mrs. Sharon W. Ermisch will be employed effective July 6, 1960 as Clerk Stenographer III, WCS-109, at \$300 per month to replace Carole Swanlund in the President's Office.
- E. Changes in Classification, Duties and/or Salary
1. The following were increased to \$3.35 per hour effective June 28, 1960 per notification from the Department of Labor, Springfield:

John M. Hobart, WCS-82, Carpenter
James W. Rezner, WCS-41, Carpenter
 2. The following employees have been transferred within the operating unit:

Olive G. George, WCS-119, Assistant Residence Hall Director, from Seal Hall to Women's Residence Hall at 1025 West Adams Street.
Cheryl L. McFadden, WCS-124, Clerk Stenographer I, from Mathematics and Off-campus Teaching Offices to Mathematics and Guidance Offices.
M. Joyce Shore, WCS-81, Clerk Stenographer II, from Student Activities to Financial Aids Office.
Mildred E. Stoner, WCS-125, Assistant Residence Hall Director, from Men's Dormitory to Women's Residence at 501 W. Pierce Street.
 3. Elizabeth A. Beatty was promoted to Tabulating Machine Operator I, WCS- , effective July 1, 1960 at \$275 per month. This is a new position provided in the budget for 1960-61. She was formerly employed as Clerk Typist I, WCS-106, in the Tabulating Department.
 4. Cheryl L. McFadden was promoted to Clerk Stenographer II, WCS-88, in the Office of the Counselor of Men, effective July 18, 1960, at a salary of \$275 per month. She replaced Carol Hilton Welch, resigned. Miss McFadden was formerly Clerk Stenographer I, WCS-124, assigned to the Mathematics and Guidance Offices.
 5. Clara M. Broyles, WCS-161, Janitress, completed the probationary period on May 23, 1960, and her salary was increased to \$265 per month.
- F. Leaves of Absence
1. Harold R. Kennedy, WCS-42, Janitor, was on leave without pay from March 14 to April 18, 1960 due to illness.
 2. Norma T. Kimler, WCS-108, Typing Clerk II, has been granted maternity leave from May 21 to September 1, 1960. She has vacation due her and will be on the pay roll through June 5, 1960.

3. Naomi E. Rockwell, WCS-139, Clerk Stenographer II in the office of the Dean of Arts and Sciences, was granted maternity leave from June 12 to September 1, 1960. She was continued on the pay roll through June 17 because of vacation due her.
4. Mrs. Elizabeth W. Jones, WCS-10, Residence Hall Director, was granted leave without pay from June 6 to July 1, 1960.

G. Termination of Employment

1. Mr. Carl B. Holstine completed his assignment as temporary Janitor as of April 17, 1960.

IV. Organization

At the general faculty meeting held May 25, 1960 the creation of a separate Department of Speech and Dramatic Art was approved by the faculty.

V. Curriculum

Several minor changes in undergraduate curriculums plus the curriculum for the Department of Speech and Dramatic Art, also an undergraduate program, were approved by the faculty at their meeting on May 25, 1960.

VI. Buildings and Grounds

A. Property Disposal

As a matter of information, Western received authorization on July 13, 1960 from the Property Control Section to proceed with disposal of the Annex, located at Adams and Sherman, and the small cottage at 911 West Adams "in any manner you deem advisable and to the best advantage of the University." The Board approved dismantling of these buildings at the June 27, 1960 meeting.

B. Married Student Housing

The units in this project are ready for occupancy, and families will begin moving in as of August 15.

IX. Miscellaneous

A. Research Grants

1. Western Illinois University has received a grant of \$1,000 from the Pioneer Hi-Bred Corn Company to be used in connection with research work in the area of corn stalk disease. The research will be directed by Dr. Aristotel J. Pappelis.
2. A grant of \$4,500 has been made to Western by the State Department of Agriculture, through funds made available by House Bill 1136, to conduct a research project on analysis of swine shrinkage in moving from the producer to the market. Dr. Richard D. Gibb will be in charge of the project.

B. Study Grants

Western Illinois University is the recipient of \$10,000 from the Danforth Foundation to be used for faculty summer study grants in the field of the humanities and the liberal arts. The following Western staff members have been awarded grants for the summer of 1960:

Miss Helen Buckley, Instructor and Supervising Teacher
of English \$750

Mr. Vernon E. Johnson, Instructor of English	\$750
Mr. A. Jerry Shryock, Instructor of Mathematics	\$400
Mr. Russell E. Carter, Instructor and Supervising Teacher of Art	\$250

C. Placement Fee

Western has been charging a \$2.00 placement fee to each graduate. This fee will be abolished as of September 1, 1960.

D. Replacement of Trucks and Tractor

Permission is respectfully requested to advertise for and receive bids for the following:

1. Pickup truck (Ford or Chevrolet type)
Less trade-in: 1953 Dodge pickup which has over 50,000 miles on it and is in bad mechanical condition.
2. Jeep "Truckster" with snow plow attachment and four-wheel drive
Less trade-in: "6 by 6" Chevrolet truck with large air compressor mounted on rear. This was purchased several years ago from federal surplus. The truck is now in need of major repair, and the university has no real need for the air compressor, which will increase the trade-in value.
3. Ferguson (or equivalent) tractor and end loader
Less trade-in: 1951 Ferguson tractor and end loader, which has had many years of usage and is in need of major repairs.

Funds have been provided in the 1960-61 budget for the Grounds Department for these expenditures.

A. L. Knoblauch
President

MINUTES OF THE MEETING OF THE TEACHERS COLLEGE BOARD
Illinois State Normal University
Normal, Illinois

August 8, 1960

The regularly scheduled meeting of the Teachers College Board convened at 9:00 A.M., Monday, August 8, 1960, in the Lounge of the Administration Building, Illinois State Normal University, Normal, Illinois. Mr. R. A. Stipes, Jr., Chairman of the Board, presided.

Mr. Stipes called the meeting to order, roll was called and the following members answered present:

Mr. R. A. Stipes, Jr., Chairman	Mr. Carl Dunbar
Mr. Alexander Summers, Vice-Chairman	Mr. Edward H. Jenison
Mr. Clarence R. Ropp, Secretary	Mr. Chauncey B. Watson, Sr.
Mr. George T. Wilkins	

The following members were absent:

Mr. Vernon L. Heath	Mrs. Harriet Lowden Madlener
Mr. Morton H. Hollingsworth	Mr. William E. Reed

Also present were the following:

Dr. Leslie A. Holmes, President
Mr. Z. Harold Dorland
Northern Illinois University

Dr. Robert G. Bone, President
Dr. Arthur Larsen
Mr. Preston Ensign
Illinois State Normal University

Dr. Quincy Doudna, President
Eastern Illinois University

Dr. A. L. Knoblauch, President
Mr. J. M. Grigsby
Western Illinois University

Dr. Richard G. Browne
Mr. Richard F. Dunn
Mr. Arthur Samoore
Teachers College Board - Central Office

Mr. William P. Froom, the Board's appointee; Mr. Dave Haake, of the Bloomington-Pantagraph; and Mr. O. T. Banton, of the Lindsay-Schaub Newspapers, Decatur, were present representing newspaper coverage of this meeting.

Mr. Stipes said members of the Legislative Commission to Visit and Examine State Institutions were guests at this meeting and introduced Representative and Mrs. Ralph Stephenson, Moline; Senator Richard Larson, Galesburg; and Representative Anthony Scariano, Park Forest.

Mr. Stipes said that Mr. Hollingsworth, newly appointed Board member, and Mr. Reed had attended the committee meetings on Sunday but were unable to stay for the Board meeting.

Mr. Dunbar moved that the minutes of the meeting of June 27, 1960, be approved. Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Absent	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

REPORTS OF OFFICERS OF THE BOARD

Dr. Browne presented his Report No. 86 as Executive Officer of the Board, which consisted of three parts: Part I, Status of Appropriations; Part II, Rehabilitation Projects; and Part III, Out-of-State Travel.

Mr. Stipes thanked Dr. Browne adding that this type of Report is very informative.

Mr. Stipes appointed the following members to a committee to select an executive officer as successor to Dr. Browne: Mr. Wilkins, Mr. Summers, Mr. Hollingsworth, Mr. Watson, Mr. Stipes. Mr. Stipes added that it was hoped the job could be completed by January 1.

Mr. Wilkins expressed appreciation for the cooperation of the four universities on the Teacher Education Scholarships in seeing to it that all of them are being used. He said that only 38 of the 250 special education scholarships were used last year and stressed the need for more people in special education.

REPORTS OF COMMITTEES - Building Committee

Northern Illinois University

Mr. Dunbar, Chairman of the Building Committee, moved approval of additions in the total amount of \$2,990.00, to the contract of Graves & Graves Corp., Chicago, for work on Women's Residence Hall Group, as follows:

1. Provide fan and louvers for ventilating Boiler Room, and install them in existing masonry walls of Boiler Room in the amount of \$1,495.00.
2. Furnish and install a 20' high, 24" diameter, stainless-steel extension on top of existing masonry incinerator chimney, in the amount of \$1,495.00.
(Payable from Construction Account, Series '57)

Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Absent	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved acceptance of the bid in the amount of \$147.00, submitted by the Corbin Wood Products Division, the American Hardware Corp., New Britain, Connecticut, lowest responsible bidder, to provide master key system for central mailboxes for the Married Student Housing. (Payable from Construction Funds, Series '59.) Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Absent	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Illinois State Normal University

Mr. Dunbar moved approval of plans and specifications, prepared by Brown, Manthei, Davis & Mullins, Champaign, to provide wiring, lighting, and air conditioning of the T-V Studio; advertising for bids and awarding of contract to the lowest responsible bidder, at an estimated cost including architect's fees not to exceed \$9,100.00; subject to the approval of the Chairman of this Board, members of the Building Committee, and members of the Advisory Committee. (Payable from budgeted General Revenue funds.) Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Absent	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved to accept the bid in the amount of \$4,649.00, submitted by J. L. Wroan & Sons, Inc., Normal, lowest responsible bidder, for installing a flue to serve the kiln room in the Centennial Building, subject to the release of Rehabilitation Funds by Governor Stratton. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Absent	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved approval of the bid in the amount of \$4,342.80, submitted by Gil Force, Chicago 48, Illinois, lowest responsible bidder, for Bedspreads for the New Residence Hall, as accepted by the Advisory Committee. (Payable from Construction Fund, Series '59.) Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Absent	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved approval of the bid in the amount of \$6,301.44, submitted by Graybar Electric Co., Peoria, Illinois, lowest responsible bidder, for lighting fixtures for the Football Field. (Payable from Athletic Association and University Foundation Funds.) Mr. Jenison seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Absent	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved approval of an addition in the amount of \$243.00 to the contract of Felmley-Dickerson Co., Bloomington, for a cast-bronze tablet (larger than the cast-aluminum tablet originally specified) for the Women's Residence Hall Group. (Payable from Construction Funds, Series '59.) Mr. Wilkins seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Absent	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved that the Union Building be known as the University Union. Mr. Wilkins seconded the motion and it was unanimously carried.

Mr. Dunbar moved that Schaeffer, Wilson & Evans, architects, in Bloomington, be authorized to submit plans and specifications for a ten-story dormitory, similar to Hamilton-Whitten Halls, for approval by this Board at its October meeting and to advertise for bids to be presented at the January meeting. Mr. Ropp seconded the motion and it was unanimously carried.

Eastern Illinois University

Mr. Dunbar moved approval of a credit in the amount of \$105.00, for minor items not completed in order to close the contract of R & R Construction Co., Alton, Illinois, for work on the Women's Residence Halls, as recommended by the architect, Lundeen & Hilfinger, Bloomington, and approved by the legal counsel. Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Absent	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved approval of the payment of one-half the cost of paving on Seventh and Hayes Streets, and the cost of parking area paving along the side of the two streets on university property, in the amount of \$24,309.69, in accordance with a contract between the Board and the City of Charleston, authorized by this Board at its February 15, 1960, meeting, plus one-half engineer's fees for the street paving and the full cost of the engineer's fees for the parking area paving, in the amount of \$2,465.99. (Payable from Contractual Services.) Mr. Jenison seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Absent	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved approval of purchases from the lowest responsible bidders, as follows:

Approximately 80 Tons of Grade 8 Stone from Olen Humphres Stone Quarry, Ashmore, Illinois, at \$1.40 per ton;

Approximately 54 tons of Bituminous Concrete from Howell Asphalt Co., Mattoon, at \$11.50 per ton;

total amount not to exceed \$800.00, to build approximately 365 yards of four-foot walks composed of four inches of crushed stone covered by two inches of bituminous concrete, along Fourth Street, subject to the release of Rehabilitation Funds by Governor Stratton. Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Absent	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved approval of the bid in the amount of \$4,640.00, submitted by Montefusco Heating & Sheet Metal, Peoria, Illinois, lowest responsible bidder, for installation of a flue from the Kiln Room in the Fine Arts Center, subject to the release of Rehabilitation Funds by Governor Stratton. Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Absent	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved, with the consent of the second, Mr. Summers, to reconsider action taken at the May 16 and June 27 meetings concerning the method of payment of the cost of fire safety rehabilitation in Pemberton Hall. Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Absent	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved to award contracts for fire safety rehabilitation in Pemberton Hall, to the lowest responsible bidders, as follows:

Young & Foote Electric Co., Mattoon, for Fire Detection System - \$6,930.00;
Evans Construction Co., Springfield, for Smoke Screen Enclosures and miscellaneous fire safety remodeling - \$27,975.00;

plus architect's fees for Lundeen & Hilfinger, Bloomington, in the amount of \$2,375.00, and contingency in the amount of \$720.00, making the total project cost \$38,000.00.
(Payable as follows: \$30,000 from Auxiliary Enterprises; \$8,000 from Revenue Bonds,

Series '56 - Cash.) Mr. Jenison seconded the motion; roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Absent	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved that the architects, Lundeen & Hilfinger, Bloomington, be authorized to prepare plans and specifications for air conditioning of the Student Center, advertise for bids and present them at the October meeting of this Board. Mr. Ropp seconded the motion and it was unanimously carried.

Western Illinois University

Mr. Dunbar moved to award contract for alterations to the Old Music Rooms located in Sherman Hall, to G. F. Vail & Son, Macomb, lowest responsible bidder, in the amount of \$2,314.00; plus architect's fees to Phillips & Kemp, Canton, in the amount of \$138.84, for a total project cost of \$2,452.84, subject to the release of Rehabilitation Funds by Governor Stratton. Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Absent	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved to award contracts in the total amount of \$3,367.00, to Dale Mason, Macomb, lowest responsible bidder, for interior painting of Women's Residences, as follows:

Residence located at 501 W. Pierce - \$1,776.00
Residence located at 1025 W. Adams - \$1,591.00
(Payable from Auxiliary Enterprises, Contractual Services)

Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Absent	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved to accept the lowest responsible bids for dormitory furniture to provide accommodations for 52 additional women students in Grote Hall, as follows:

Dormitory Furniture, Brenner Furniture, Macomb - \$5,509.72
Blankets, Mattress Pads & Pillows, E & I Coop, Inc., Garden City, New Jersey -
\$457.25 (FOB Factory)
(Payable from Revenue Bond Series R-54)

Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Absent	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The Motion was unanimously carried.

Mr. Dunbar moved approval of an expenditure of approximately \$1,118.30, for fire detection systems for the Women's residences at 501 W. Pierce and 1025 West Adams, to be installed by the Safety Engineer, Mr. J. P. Ward, and the staff at Western. (Payable from Auxiliary Enterprises.) Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Absent	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved that Eastern Illinois University work with Mr. John Shields, of Barcus, Kindred & Co., Chicago, in the preparation of a prospectus for a contemplated new dormitory. Mr. Summers seconded the motion and it was unanimously carried.

Mr. Dunbar moved that the Board authorize a reduction of \$1.00 per person per week in dormitory rooms when they are filled beyond normal capacity, provided this occurs in rooms for which contracts were signed prior to passage of this measure and with the understanding this is an emergency action applying to 1960-61 school year only. Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Absent	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Policy Committee

Mr. Ropp, Chairman of the Policy Committee, moved to adopt the following changes and additions to the By-Laws, Governing Policies and Practices, of the Teachers College Board:

1. To the By-Laws, Governing Policies and Practices, on Page 20, Paragraph 1, add "and in the second year a notice of six months is adequate."
2. To the By-Laws, Governing Policies and Practices, on Page 35, Paragraph 42, eliminate the matriculation fee for graduate work.
3. Approve the recommendation of the Merit Board that "An employee who has completed at least five years of service, and who has exhausted all accrued disability and vacation benefits to which he is entitled, may be granted an advance against disability benefits to be accrued for future service on the basis of one-half pay for a period sufficient to enable him to reach, but not to exceed the date on which disability benefits under the University Retirement System will be available to him. An employee granted such an advance, but who because of illness or retirement is not able to return to work, shall

have the obligation to repay this advance cancelled."

4. To the By-Laws, Governing Policies and Practices, on Page 20, Paragraph b, add "But no faculty member shall acquire tenure in less than three years except by specific approval of the Board.
5. To the By-Laws, Governing Policies and Practices, on Page 21, last paragraph, add "Approved" before the words "graduate work" in lines 9 and 16.
6. To the By-Laws, Governing Policies and Practices, on Page 23, Line 1, strike "at" and substitute "not later than".

Mr. Wilkins seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Absent	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

QUARTERLY REPORTS OF PRESIDENTS

Northern Illinois University

Dr. Holmes presented the Quarterly Report for Northern Illinois University. Members discussed in detail the question of using state cars for out-of-state trips rather than public transportation. Members asked for an estimated comparison of the cost between public transportation and using state-owned cars when more than two are making the trip.

Mr. Watson moved approval of the Quarterly Report for Northern Illinois University with the exception of Item 5, under IX, Miscellaneous - Permission to use State Cars for travel. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Absent	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Watson moved that permission be granted to drive a state-owned car to New York City, on August 21-31, to take four faculty members from the Department of Social Sciences to the annual meeting of the American Sociological Association. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	No	Mr. Reed	Absent
Mr. Heath	Absent	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mrs. Madlener	Absent	Mr. Summers	No
Mr. Jenison	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was carried.

Illinois State Normal University

Dr. Bone presented the Quarterly Report for Illinois State Normal University, together with supplement.

Mr. Wilkins moved approval of the Quarterly Report for Illinois State Normal University. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Absent	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Dr. Bone presented Mr. Stipes with a hand-carved gavel, made from cherry wood taken from the stairway bannisters of Old Main, and explained that this wood was 103 years old.

Western Illinois University

Dr. Knoblauch presented the Quarterly Report for Western Illinois University. Mr. Stipes questioned the purchase of a Multilith Offset Duplicator and asked that the item be re-advertised without restricting it to an Addressograph-Multigraph product, if there was no objection to some of the other makes.

Mr. Dunbar requested that alternate bids be taken on the Jeep "Truckster", one with the air compressor presently mounted on the rear of truck to be traded in to be considered as part of the trade-in, and the alternate to exclude the air compressor from the trade-in.

Mr. Dunbar moved approval of the Quarterly Report for Western Illinois University with the deletion of the item under IX, Miscellaneous, E, Purchase of Multilith; and with the addition of the item under IX, Miscellaneous, 2, Bids for Jeep "Truckster", request for alternate bids, one to include air compressor mounted on rear of trade-in and the other to exclude the air compressor mounted on rear of trade-in. Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Absent	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Eastern Illinois University

Dr. Doudna presented the Quarterly Report for Eastern Illinois University.

Mr. Summers moved approval of the Quarterly Report for Eastern Illinois University. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Absent	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins		

The motion was unanimously carried.

Dr. Doudna discussed the matter of rental cars, rather than university owned

cars. Board members said they would like to have the matter pursued in order to determine which practice is the more economical.

NEW BUSINESS

Mr. Watson moved that the Teachers College Board become a member of the Association of Governing Boards, of Denver, Colorado. Mr. Wilkins seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Absent	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved that the Board authorize and encourage Dr. Doudna to accept an invitation from the West Indies Federation to spend up to six weeks in that area this autumn to evaluate a teacher training program being established there and to assist otherwise in advancing the educational program of these federated states, with the understanding that the trip is to be made as a leave with pay in lieu of his regular vacation. Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Absent	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers reported that Mr. Banton had written an article for the Decatur Herald and Review on the Junior College Movement in California, and asked Dr. Browne to send copies to the Board members.

Mr. Stipes thanked the members of the Legislative Commission for attending this meeting and the committee meetings on Sunday. Representative Stephenson said it had been a great pleasure to meet with this Board, both in regular session and the committee meetings, and added that it had given him a much better insight of some of the problems facing this Board. Senator Larson and Representative Scariano added their appreciation of this meeting and expressed thanks to Illinois State Normal University for their hospitality. Mr. Stipes said the Board was happy to have Mrs. Stephenson and she thanked him replying that she had greatly enjoyed it.

There being nothing further to come before the Board at this time, Mr. Stipes declared the meeting adjourned until the next regular meeting on September 19, in Charleston, Illinois.

R. A. Stipes, Jr.
Chairman

Clarence R. Ropp
Secretary

MINUTES OF THE MEETING OF THE TEACHERS COLLEGE BOARD
Eastern Illinois University
Charleston, Illinois

September 19, 1960

The regularly scheduled meeting of the Teachers College Board convened at 9:00 A.M., Monday, September 19, 1960, in the Student Senate Room, University Union, Eastern Illinois University, Charleston, Illinois. Mr. R. A. Stipes, Jr., Chairman of the Board, presided.

Mr. Stipes called the meeting to order, roll was called and the following members answered present:

Mr. R. A. Stipes, Jr., Chairman	Mr. Morton H. Hollingsworth
Mr. Alexander Summers, Vice-Chairman	Mr. Edward H. Jenison
Mr. Clarence R. Ropp, Secretary	Mr. William E. Reed
Mr. Carl Dunbar	Mrs. Harriet Lowden Madlener
Mr. Vernon L. Heath	Mr. George T. Wilkins

The following member was absent:

Mr. Chauncey B. Watson *

Also present were the following:

Dr. Leslie A. Holmes, President
Mr. Z. Harold Dorland
Northern Illinois University

Dr. Robert G. Bone, President
Illinois State Normal University

Dr. Quincy Doudna, President
Mr. Raymond R. Gregg
Eastern Illinois University

Dr. A. L. Knoblauch, President
Dr. Robert L. Ferguson
Mr. J. M. Grigsby
Western Illinois University

Dr. Richard G. Browne, Executive Officer
Mr. Richard F. Dunn
Mr. Arthur Samore
Teachers College Board - Central Office

Mr. William P. Froom, the Board's appointee; and Mr. O. T. Banton, of the Lindsay-Schaub Newspapers, Decatur, were present representing newspaper coverage of this meeting.

There was discussion of amendments to the By-Laws, Governing Policies and Practices, adopted at the August 8 meeting. It was pointed out that Item 4, "But no faculty member shall acquire tenure in less than three years except by specific approval of the Board", should be added to Paragraph b, rather than Paragraph e, on Page 20.

* Mr. Watson was present for the committee meetings on September 18.

Mr. Ropp moved that the minutes of the meeting of August 8 be approved as corrected. Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Stipes spoke of the passing of Mr. Wilkins' mother and read a card acknowledging the flowers sent by the Board.

REPORTS OF OFFICERS OF THE BOARD

Dr. Browne presented his Report No. 87 as Executive Officer of the Board, which consisted of seven parts: Part I, Rapid Rise in Enrollments; Part II, Facilities Needed (to 1959); Part III, High Space Utilization; Part IV, Staff Needs (to 1959); Part V, Year-round Operation; Part VI, Educational Television; Part VII, Miscellaneous.

Dr. Browne reported that he had met with the graduate deans of the four universities to develop a recommendation with regard to strengthening our graduate programs in selected fields.

Mr. Stipes expressed great appreciation for Dr. Browne's work and thanked him for a very fine Report.

Mr. Stipes announced that the October meeting of the Board will be held on Monday, October 31, 1960, in Macomb; and the November meeting will be held on Monday, November 28, in Chicago. The Board approved this arrangement.

REPORTS OF COMMITTEES - Finance Committee

Mr. Stipes reported that the Board had received tenders for retirement of bonds in two of its bond issues, one at Illinois State Normal University and one at Eastern Illinois University.

Mr. Dunbar moved the adoption of the following Resolution:

RESOLUTION providing for the purchase
and retirement in advance of maturity
of certain Illinois State Normal
University Revenue 3½% bonds, Series 54.

WHEREAS, John Nuveen & Co., have offered to sell \$10,000 of said bonds maturing 10-1-78/ at 95.47 and accrued interest, said offer being as follows:

"August 25, 1960

"Mr. Arthur Samoore
State Office Building - Room 111
Springfield, Illinois

Dear Mr. Samoore:

"We own and are offering to you \$10,000 Illinois State Normal University Revenue Bonds 3½% coupon, due 10-1-78, to yield 3.85 (approximate dollar price 95.47). These bonds are dated July 1, 1954.

In the event the University has surplus funds and would like to purchase these bonds for retirement purposes, I would appreciate your calling me collect at

Yours very truly,

JOHN NUVEEN & CO.

/s/ Eugene E. K. Johnson

EEKJ:ar"

and

WHEREAS none of said bonds can under the provisions of the Resolution by which their issuance was authorized be retired before 10-1-64; and

WHEREAS there are sufficient funds on hand to satisfy in full all requirements of the resolution by which the issuance of said bonds was authorized and leave a surplus sufficient to accept the offer of John Nuveen & Co; and

WHEREAS the acceptance of said offer will result in a net interest saving,

NOW THEREFORE BE IT RESOLVED

1. That the offer of John Nuveen & Co., be accepted and the \$10,000 bonds so purchased be retired and canceled.
2. That the accounting officer of this Board be and he is hereby directed to take such steps as are necessary to carry out the provisions of Section 1 hereof.

Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved the adoption of the following Resolution:

RESOLUTION providing for the purchase and retirement in advance of maturity of certain Eastern Illinois University Residence Halls Revenue 2-3/4 to 3% bonds, Series 50.

WHEREAS, Mutual Trust Life Insurance Co., have offered to sell \$53,000 of said bonds maturing on various dates, at prices indicated in letter and accrued interest, said offer being as follows:

"September 8, 1960

"Teachers College Board
Room 111 State Office Building
Springfield, Illinois

Gentlemen:

Re: Eastern Illinois University Residence
Halls Revenue Bonds dated November 1, 1950

"In reply to your request for tenders of the above bonds, we hereby offer the following bonds for sale to you at the indicated prices plus accrued interest from June 1, 1960, to date of delivery.

Eastern Illinois University, 3% Residence Halls
Revenue Bonds dated November 1, 1950, Callable December 1, 1960

<u>Par Value</u>	<u>Maturity</u>	<u>Bond Numbers</u>	<u>Price</u>
\$ 9,000	12/1/62	65-73 Incl.	100% of Par Value-
10,000	12/1/64	84-93 Incl.	99.75% of Par Value
11,000	12/1/66	104-114 Incl.	99.75% of Par Value
11,000	12/1/68	126-136 Incl.	99.75% of Par Value
12,000	12/1/70	149-160 Incl.	99.75% of Par Value

Our offer is good for all or any part of the above bonds and is good through October 31, 1960.

The opportunity to submit this tender is appreciated.

Very truly yours,

LAH:PDH:kp

L. A. Hultgren, Vice President"

and

WHEREAS none of said bonds can under the provisions of the resolution by which their issuance was authorized be retired before 12-1-60; and

WHEREAS there are sufficient funds on hand to satisfy in full all requirements of the resolution by which the issuance of said bonds was authorized and leave a surplus sufficient to accept the offer of Mutual Trust Life Insurance Co; and

WHEREAS the acceptance of said offer will result in a net interest saving,

NOW THEREFORE BE IT RESOLVED

1. That the offer of Mutual Trust Life Insurance Co., be accepted and the \$53,000 bonds so purchased be retired and canceled.

2. That the accounting officer of this Board be and he is hereby directed to take such steps as are necessary to carry out the provisions of Section 1 hereof.

Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Committee to Select an Executive Officer

Mr. Stipes reported that the Committee to select an Executive Officer had held one meeting and would meet again on Sunday, October 30. He said the Committee was handling this in the same way as the choosing of a President.

Dr. Browne reported that the case of the individual at Northern who had violated parking regulations had been settled through the efforts of Mr. Dunn, Attorney for the Board.

Dr. Browne reported that representatives of the four universities had met to discuss parking problems and parking regulations.

Mr. Hollingsworth moved that the parking regulations of the four universities, as submitted, be approved. Mr. Wilkins seconded the motion and it was unanimously carried.

Mr. Stipes referred to the item in Dr. Browne's Report on the number of Bachelor degrees awarded to Physics majors and commended Western, which ranked 39th in the nation and third in Illinois for number of degrees awarded.

There was discussion of methods of travel and comparative costs of public transportation and using state cars. Mr. Summers suggested that the matter be referred to the Council of Presidents and the Executive Officer for further study.

Mr. Summers reported that he had attended a meeting of the University Merit Board. He said that statistics showed that for every seven new students, there was one new non-academic employee. He explained that figure was the average for the six state-supported universities and that the average for the four universities under the Teachers College Board would be far fewer non-academic employees in relation to enrollment.

Building Committee

Northern Illinois University

Mr. Dunbar moved that the architect, Gilbert A. Johnson, Rockford, complete the plans and specifications for the University Center, advertise for bids on October 10, set the bid opening on November 10, subject to the approval by the Housing and Home Finance Agency of the application for a loan for the University Center and Dormitory. Mr. Summers seconded the motion and it was unanimously carried.

Mr. Dunbar moved that the architects, Schaeffer, Wilson & Evans, Bloomington, complete the plans and specifications for the dormitory, advertise for bids on October 3, set the bid opening on November 3, subject to the approval by the Housing and Home Finance Agency of the application for a loan for the University Center and Dormitory. Mrs. Madlener seconded the motion and it was unanimously carried.

Mr. Dunbar moved that the Board award a contract for site improvements, Neptune Hall Area, in the amount of \$27,387.11, to J. W. Stahl Construction Co., of Somonauk, Illinois, lowest responsible bidder; approve fees for engineering and supervision in the amount of \$2,190.97, for S. W. Knetsch & Associates, DeKalb, Illinois; and allot \$887.34 for Contingency Fund, for a total project cost of \$30,465.42. (Payable from Series 57 Construction Fund.) Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved that S. W. Knetsch & Associates, DeKalb, prepare plans and specifications and advertise for bids for extending the electrical loop from the Neptune Hall Group to the site of the University Center. (Payable from University Center funds.) Mr. Summers seconded the motion and it was unanimously carried.

Mr. Dunbar moved approval of change orders in the amount of \$1,577.33, to the contract of Broadway Electric Co., Rockford, electrical contractor for the Women's Residence Hall Groups, as follows:

Wiring-up a carbonator in the Snack Bar	\$ 26.66
2 Additional circuit breakers for tunnel distribution panels	787.00
Miscellaneous electrical work	763.67
(Payable from Construction Fund, Series '57.)	

Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Illinois State Normal University

Mr. Dunbar moved that in accordance with the recommendation of the architects, Schaeffer, Wilson & Evans, Bloomington, the retainage fee be reduced to 5% on the following contracts for work on Hamilton-Whitten Hall:

Felmley-Dickerson, Bloomington - General Work
 Donzel Fortner, Normal - Mechanical
 Dunbar Electric Co., Kankakee - Electrical Work

Mr. Reed seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved that the Board approve an expenditure of approximately \$4,000 for building materials, air conditioning units and cadaver tanks, to provide additional laboratory space in attic of Science Building for Biological Science Department, subject to the release of Rehabilitation Funds by Governor Stratton. Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved that the Board approve an expenditure of approximately \$5,000, to cover the cost of labor and materials to build a permanent enclosure for the Cleaver-Brook Gas and Oil Fired Boiler located outside the heating plant, to replace one destroyed by fire, and that application be made through the Department of Finance for payment from the State's Emergency Fund. Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved approval of the bid in the amount of \$2,676.00, submitted by Central Illinois York Co., of Springfield, lowest responsible bidder, for repair parts for the 75-Ton York Compressor in the Administration Building. (Payable from Commodities, General Revenue.) Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved approval of the following additions to contracts for work on the Hamilton-Whitten Halls:

6" Gate Valve in Water Main - Donzel W. Fortner, Bloomington	\$100.00
Stop Chains on Towel Cabinet Doors - Faucett Umphrey Corp., Bloomington, Indiana	75.34
Authorization for overtime work in order to insure completion of work in living areas - estimated	5,000.00
(Payable from Construction Funds, Series 1959.)	

Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved that the Board approve authorization given by the Building Committee to accept bid in the amount of \$9,945.00, submitted by Berner & Co., Bloomington, Illinois, lowest responsible bidder, for air conditioning and electrical wiring of T-V studios; and approve engineering fees in the amount of \$596.74, to Brown, Manthei, Davis & Mullins, Champaign. (Payable from Contractual Services.) Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved that the Board authorize Mr. Richard F. Dunn, Legal Counsel, to purchase the property known as the Little Boss Dairy Property, at a cost of \$30,000, subject to the release by Governor Stratton of funds appropriated for this purpose. Mr. Reed seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Eastern Illinois University

Mr. Dunbar moved that the Board accept the bid in the amount of \$1,325.00, submitted by Pittsburgh Plate Glass Co., Terre Haute, Indiana, lowest responsible bidder, for materials for replacement of the southwest set of doors in Lantz

Gymnasium. (Payable from General Revenue - Commodities.) Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved that the Board approve change orders in the total amount of \$774.84, in the contract of Hart & Reilly, Mattoon, for remodeling project in Livingston C. Lord Administration Building, as follows:

Extra work in stair-widening project, caused by	
location of a steel beam	\$ 400.00
9 additional detector heads above suspended ceilings	121.00
Storage room above vault	253.84

(Payable from Operating Budget.) Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved that the Board award a contract in the amount of \$15,807.00, to Dorsey O. Crail & Sons, Charleston, lowest responsible bidder, for concrete sidewalk construction; approve architects' fees for Lundeen & Hilfinger, Bloomington, in the amount of \$948.42; and allot \$744.58 for contingency, for a total project cost of \$17,500.00, subject to the release by Governor Stratton of Rehabilitation Funds. Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved that the Board authorize Lundeen & Hilfinger, Bloomington, Illinois, architects, to prepare plans and specifications for a new 75-bed wing to be added to Pemberton Hall, and a 400-bed men's residence hall, on a contingency basis. Mrs. Madlener seconded the motion and it was unanimously carried.

Western Illinois University

Mr. Dunbar moved that Western be authorized to prepare plans and specifications, and advertise for bids for extending and repairing the roof, repairing or replacing the porch, and painting the house on the University Farm, in an amount not to exceed \$3500. (Payable from Rehabilitation Funds.) Mr. Hollingsworth seconded the motion, and it was unanimously carried.

Mr. Dunbar moved that the Board authorize the architects, Lankton, Ziegele, Terry and Associates, Peoria, to prepare plans and specifications for a 600-bed

dormitory, on a contingency basis. Mr. Ropp seconded the motion and it was unanimously carried.

Mr. Dunbar moved that the Board authorize the architects, Lankton, Ziegele, Terry & Associates, Peoria, to advertise for bids on September 19 and set the bid opening on October 26, for a Library Building at Western. (Payable from funds appropriated by the General Assembly.) Mr. Hollingsworth seconded the motion and it was unanimously carried.

Salary Schedule and Personnel Committee

Mr. Dunbar, Chairman, reported a meeting with the Faculty Salary Committee.

Mr. Dunbar moved that the faculty salary schedule be revised to be as follows:

<u>Academic Rank</u>	<u>Minimum Monthly Salary</u>	<u>Maximum Monthly Salary</u>
Professor	\$ 900	None
Associate Professor	800	None
Assistant Professor	700	\$1,040
Instructor	600	900

Increases in monthly salaries ("increments") will be in units of \$20 and may be withheld for reasons considered adequate by the president and the local salary committee.

New instructors, with only the master's degree and with no teaching experience, will receive no increase in salary for two years except under special circumstances.

The motion was seconded by Mr. Hollingsworth.

Mr. Summers stated that he felt the Board would make a mistake in abolishing the salary schedule. He said it was created to correct some bad problems and to smooth out salary inequities. He added that the salary schedule did not correct all the difficulties but he felt it helped and wished that the Board would amend the salary schedule rather than abolish it.

Further discussion brought out that the presidents, the executive officer, and members of the Faculty Salary Committee were in favor of the new plan.

Roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	No
Mrs. Madlener	Aye	Mr. Watson	Absent
	Mr. Wilkins	Aye	

The motion was carried.

INFORMAL REPORTS OF PRESIDENTS - Northern Illinois University

Dr. Holmes presented the informal report for Northern Illinois University, making the following requests:

1. Permission to establish new positions for 1960-61, not included in the annual budget:
 - a. Instructor in Art
 - b. Clerk-Stenographer III (Salary Range \$250-\$400 per month) - Office of Special Education Consultant, effective October 1, 1960

- c. Switchboard Operator (Salary Range \$225-\$300 per month) - to provide telephone service on campus in late afternoon and evening hours, effective October 1, 1960

(Payable from Personal Services, General Revenue)

2. Permission to accept bid in the amount of \$2,878.90, submitted by Malta Garage, Malta, Illinois, lowest responsible bidder, for one Model 220 Davis Backhoe for Assembly to Tractor. (Payable from budgeted funds, Equipment, General Revenue.)
3. Permission to accept the bid in the amount of \$1,882.00, including trade-in, submitted by Nelson Chevrolet Co., Chicago, lowest responsible bidder, for one 1960 Chevrolet (Biscayne) 4-door, 8-cy. Sedan for University Police, equipped with special heavy duty generator, battery, relay, and patrol car type lights, plus standard equipment. (Payable from Equipment, General Revenue.)
4. Permission to accept the bid in the amount of \$1,378.00, including trade-in, submitted by Nelson Chevrolet Co., Chicago, for one 1960 Chevrolet $\frac{1}{2}$ -Ton, 6-cylinder Pick-up Truck. (Payable from Equipment, General Revenue.)

Mrs. Madlener moved that the Board approve the informal report for Northern Illinois University, as presented by President Holmes, consisting of the above requests. Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Summers moved that the Board authorize the rental from Series 1954 Bond Account of the space formerly used as a dining room in Neptune North, to be used as a library reserve reading room, and approve expenditure of funds as follows:

For equipment - Approximately \$5,000.00 (Financed from Contingency)

For staff for 9 months: (Estimated)

Professional librarian, \$700 per month	- \$ 6,300.00
3 Civil Service assistants, \$250 a month each	- 6,750.00
Janitor - 1/3 time	- 1,125.00

(Payable from General Revenue, Personal Services)

For Rental at \$100 per month for 9 months	- 900.00
--	----------

(Payable from General Revenue, Contractual)

Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Illinois State Normal University

Dr. Bone presented the informal report for Illinois State Normal University, making the following requests:

1. Permission to employ Mrs. Wynona Gillet on a temporary basis, not to exceed six months, to take the place of Miss Ferne Melrose, an academic staff member who is ill. This would be a temporary position on a non-academic basis.
2. A Food Service Supervisor position for the Residence Hall Food Service, to be paid from Bond Revenue funds.
3. Permission to establish a new health service nurse position for the Student Health Center on a three-fourths time basis for 7 months (October 1 to April 30).
4. Permission to employ an additional Clerk-Typist I in Personnel Office to be paid from Operating Funds.
5. Permission to accept the bid in the amount of \$1800.35, submitted by Sid Sherman Musical Instrument Co., Chicago 4, lowest responsible bidder, for two oboes, two flutes, two saxophones, three cornets, and one baritone, subject to approval of the instruments by the Head of the Department requesting the instruments.
6. Permission to purchase a new bookkeeping machine. (Payable from Contingency.)

Mr. Ropp moved the approval of the informal report of Illinois State Normal University, as presented by President Bone, consisting of the above requests. Mr. Wilkins seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Dr. Bone reported that there had been two bad water pipe breaks in the Centennial Building, causing damage to the building and expensive equipment, some owned by the faculty and some owned by the University. He said that as yet no estimated cost of the damage had been made. Mr. Stipes said that as soon as the University was able to get an approximate figure for the cost of this damage, the Board would ask for the money from the State's Emergency Fund.

Dr. Bone reported to the Board that ISNU had a committee that had already started working on the sixth year and doctoral program, working with people in Washington, to start a doctoral program in 1962. He said that in certain areas, such as educational administration, there is a stipend of \$2,000 for the graduate student and an equal amount goes to the University providing the University is offering a doctoral program at this time. He said that ISNU's curriculum committee and committee of specialists is going ahead with this, requesting participation in the program in 1961 to begin in September, 1962.

Eastern Illinois University

Dr. Doudna presented the informal report for Eastern Illinois University with the following requests:

1. Permission to operate the summer program on a ten-week basis, eliminating the eleven-week and eight-week programs.
2. Permission to accept the bid in the amount of \$1,381.50, submitted by American Optical Co., Chicago, one of three identical bids, award determined by lot, for five Stereoscopes and five Microscope Illuminators.

Mr. Summers moved approval of the informal report for Eastern Illinois University,

as presented by President Doudna, consisting of the above requests. Mr. Jenison seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Western Illinois University

Dr. Knoblauch presented the informal report for Western Illinois University with the following requests:

1. Permission to accept the bid in the amount of \$2,298.00, submitted by Bensinger Co., St. Louis, Missouri, lowest responsible bidder, for one dishwasher. (Payable from Auxiliary Enterprises.)
2. Permission to accept the bid in the amount of \$1,797.00, submitted by Morgan Implement Co., Macomb, lowest responsible bidder, for one 3/4-Ton Truck, International, payable from Equipment, General Revenue.
3. Permission to accept the bid in the amount of \$3,749.00, submitted by Morgan Implement Co., Macomb, for one Tractor with End Loader, Tilt Blade and Crane Boom, International, payable from Equipment, General Revenue.
4. Permission to accept the bid in the amount of \$3,033.00, submitted by Mounce Motors, Inc., Macomb, lowest responsible bidder, for one Chevrolet Truck, payable from Equipment, General Revenue.
5. Permission to accept the bid in the amount of \$1,724.85, submitted by Addressograph-Multigraph Corp., Peoria, lowest responsible bidder, for one duplicator, payable from Equipment, General Revenue.
6. Permission to accept the bid in the amount of \$7,496.40, submitted by National Cash Register Co., Bloomington, one of two identical bids, award determined by lot, for one accounting machine, payable from Equipment, General Revenue.
7. Permission to advertise for bids for a new four-door sedan of the Lark, Comet, Falcon, Corvair or Valiant class.
8. Permission to drive a state-owned vehicle, as follows:

September 23-24, 1960, to Marquette, Michigan, for football scouting trip, by Ted L. Mullen and Don Viar of the Physical Education staff.

October 21-23, 1960, to football game at Marquette, Michigan, bus for football squad and coaches.

October 21-23, 1960, automobile for Paul School, Audio-Visual Department, and assistants, to take movie of Marquette-Western Game.
9. Permission to place a vending machine for paper and pencils in the Student Center.
10. Permission to accept the offer, made by The Macomb Daily Journal, for the sale of a used Linotype machine, in the amount of \$1400. Payable from Equipment, General Revenue.

Mr. Dunbar moved the approval of the informal report of Western Illinois University, as presented by President Knoblauch, consisting of the above requests.

Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Absent
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Dr. Knoblauch presented the request of the Rotary Club in Macomb that the out-of-state tuition for foreign students, be waived. Board members were in agreement that this request could not be granted, as it was not in accord with Board policy.

Mr. Stipes asked the business managers to compile as much information and data as possible on the matter of the cost of automobile rentals as compared with the cost of state-owned cars.

Mr. Stipes thanked Dr. Doudna for the hospitality extended to the Board members during this meeting at Eastern.

There being nothing further to come before the Board at this time, Mr. Stipes declared the meeting adjourned until the next regularly scheduled meeting on October 31, at Macomb.

R. A. Stipes, Jr.
Chairman

Clarence R. Ropp
Secretary

Report of
EASTERN ILLINOIS UNIVERSITY

October 31, 1960

I. STUDENTS

A. University Enrollment Summer, 1960 (complete report)

	<u>Men</u>	<u>Women</u>	<u>Total</u>	<u>Total One Year Ago</u>
1. On-Campus - Full-time				
a. Eleven-week Quarter				
Graduates	1	4	5	3
Undergraduates	<u>205</u>	<u>110</u>	<u>315</u>	<u>286</u>
Total	206	114	320	289
b. Eight-week Term				
Graduates	154	46	200	240
Undergraduates	<u>232</u>	<u>333</u>	<u>565</u>	<u>615</u>
Total	386	379	765	855
Total Full-time	592	493	1085	1144
2. On-Campus - Part-time				
a. Eleven-week Quarter	0	0	0	50
b. Eight-week Term	64	81	145	19
c. Workshops				54
Remedial English	28	16	44	
English Literature	<u>5</u>	<u>11</u>	<u>16</u>	
Total Part-time	97	108	205	124
Total On-Campus Enrollment	689	601	1290	1268
Full-Time Equivalent			1166	1175
3. Off-Campus				
Geography E387 - Arcola	1	9	10	
Geography E387 - Olney	4	11	15	
Geography E387 - St. Elmo	1	6	7	
Mathematics E391 - Hillsboro	1	5	6	
Mathematics E391 - Tuscola	<u>0</u>	<u>13</u>	<u>13</u>	
Total	7	44	51	80
Full-Time Equivalent			13	20
Total Summer Enrollment	696	645	1341	1348
Full-Time Equivalent			1179	1195

B. Scholarship Report, Summer, 1960

	<u>Res.</u>	<u>Ext.</u>	<u>Total</u>
Teacher Education	280	2	282
Military	105	0	105
General Assembly	3	0	3
Lindly	<u>0</u>	<u>4</u>	<u>4</u>
Total	388	6	394

C. June Commencement Graduates - Addition

Three persons, who did not complete the requirements for graduation at the time of the June commencement, have now completed the requirements for the B.S. in Ed. degree. Their names should be added to the list and the number of graduates increased as follows:

Men - 162

Women - 109

Total - 271

D. Graduates, August Commencement, 1960

1. Summary of Degrees Awarded on August 4, 1960

	<u>Men</u>	<u>Women</u>	<u>Total</u>
a. Bachelor of Science in Education	57	53	110
b. Bachelor of Arts	1	2	3
c. Bachelor of Science	18	0	18
d. Master of Science in Education	<u>31</u>	<u>16</u>	<u>47</u>
Total	107	71	178

2. Summary of Undergraduate Degrees by Curriculum

a. Bachelor of Science in Education

Art	2	Industrial Arts	9
Botany	2	Mathematics	5
Business	9	Music	8
Elementary Education	38	P.E. (M)	12
English	5	P.E. (W)	1
Foreign Language	2	Social Science	8
Geography	1	Speech	1
Home Economics	4	Zoology	3

b. Bachelor of Arts

English	1	Social Science	2
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c. Bachelor of Science

Business	13	Social Science	2
Chemistry	1	Zoology	1
Mathematics	1		

E. Per Capita Cost for 1959-60

1. Educational Load

<u>Period</u>	<u>Quarter Hours</u>
Summer, 1959	15,161
Fall, 1959	42,049
Winter, 1959-60	39,135
Spring, 1960	36,792
Extension, Summer, 1959	320
Extension, 1959-60	<u>1,432</u>
Total	134,889

Dividing 134,889 by 48 equals 2810.2, which is regarded as the weighted equivalent enrollment.

2. Expenditures

Personal Services	\$2,604,144
Contractual Services	200,314*
Travel	28,231
Commodities	152,331
Stationery, Printing, etc.	40,838
Equipment	<u>111,103</u>
Total	\$3,136,961

* Major landscaping project excluded.

Total expenses of \$3,136,961 divided by 2810.2, the weighted equivalent enrollment, equals \$1119.86, the per capita cost for 1959-60.

F. Fall Quarter Enrollment, 1960 (complete report)

	<u>Men</u>	<u>Women</u>	<u>Total</u>	<u>Total One Year Ago</u>
1. University - On-Campus				
Full-time Students				
Freshmen	647	444	1091	973
Sophomores	396	261	657	622
Juniors	301	185	486	435
Seniors	278	141	419	440
Graduates	28	8	36	18
Unclassified	<u>27</u>	<u>7</u>	<u>34</u>	<u>19</u>
Total	1677	1046	2723	2507
Part-time Students				
Graduates	44	34	78	72
Undergraduates	<u>16</u>	<u>46</u>	<u>62</u>	<u>66</u>
Total	60	80	140	138
Total On-Campus	1737	1126	2863	2645
Full-Time Equivalent			2815	2542
2. University - Off-Campus				
Education E586 - Broadlands	7	0	7	
Art E550 - Effingham	5	13	18	
Education E344 - Louisville	7	20	27	
English E343 - Martinsville	0	6	6	
Industrial Arts E452 - Mattoon	5	9	14	
Education E488 - Newton	6	8	14	
Geography E300 - Olney	1	19	20	
Education E469 - Pana	3	16	19	
Education E470 - Robinson	2	25	27	
Psychology E455 - Shelbyville	2	24	26	
Education E550 - Taylorville	6	6	12	
Industrial Arts E244 - Toledo	<u>1</u>	<u>18</u>	<u>19</u>	
Total	45	164	209	197
Full-Time Equivalent			52	49
Total University Enrollment	1782	1290	3072	2842
Full-Time Equivalent			2867	2591

3. Campus Laboratory School Enrollment

Boys - 279

Girls - 246

Total - 525

4. Scholarships, Fall Quarter, 1960

	<u>Res.</u>	<u>Ext.</u>	<u>Total</u>
Teacher Education	1047	3	1050
Military	118	13	131
General Assembly	30	0	30
Lindly	<u>0</u>	<u>2</u>	<u>2</u>
Total	1195	18	1213

II. FACULTY

A. Resignations

1. Alice J. Swickard, Instructor of Music, resigned August 17, 1960.

2. Lois Matzner, Faculty Assistant in Physical Education for Women, resigned July 28, 1960.

B. New Positions, Previously Authorized

1. Henry A. Stackhouse, B.A., University of Arkansas, 1947; M.S., University of Oklahoma, 1948; Ed.D., University of Missouri, 1957; as Assistant Professor of Education at a salary of \$860.00 per month for nine months beginning September 6, 1960. Mr. Stackhouse had been serving as coordinator of guidance services in the Burlington, Iowa, schools.
2. George L. Wasem, B.A., Southern Illinois University, 1957; Graduate Study, Southern Illinois University; as Assistant Director of the University Union at a salary of \$460.00 per month for ten months beginning September 1, 1960. Mr. Wasem was employed at the Y.M.C.A. in Streator prior to coming to Eastern.

(This position was approved as a civil service position; see June 27, 1960, minutes, but to give a longer probationary period we have changed it to a faculty position with the rank of E.A. in E. & A. Salary is payable from the Bond Revenue, Series 1956, Project.)

C. New Position

1. Dolores B. Schmidt, A.B., Hunter College, 1953; M.A., University of Pennsylvania, 1956, Graduate study, 1956-58; as Assistant Professor of English at a salary of \$720.00 per month for nine months beginning September 6, 1960. Mrs. Schmidt had three years of college teaching experience, the most recent at West Chester State College.

(This person was needed to take care of the unanticipated increase in freshman enrollment. We have not exceeded the quota established by the board for new positions of six new teachers for each increase of 100 full-time students.)

D. Replacements

1. Virginia S. Rouse, B.S. in Ed., Eastern Illinois University, 1947; as Faculty Assistant and Supervisory Teacher of the Third Grade at a salary of \$600.00 per month for nine months beginning September 6, 1960, as a temporary replacement for Eula Durston, resigned.
2. Hazel M. Batzer, A.B., Central Michigan College of Education, 1937; M.A., University of Michigan, 1950; Ph.D., 1954; as Assistant Professor of English at a salary of \$860.00 per month for nine months beginning September 6, 1960, replacing Gerald Levin, resigned. Dr. Batzer taught the past year at Texas Women's University.
3. James D. Bilbruck, B.S., University of Maine, 1950; B.S., University of New Hampshire, 1952; M.S., 1954; Ph.D., University of Illinois, 1957; as Assistant Professor of Botany at a salary of \$800.00 per month for nine months beginning September 6, 1960, replacing Harold Fritts, resigned.
4. Lloyd C. Bingham, B.S., DePaul University, 1938; B.S., Indiana State Teachers College, 1940; M.S., 1945; M.A., George Peabody College, 1960; as Instructor of Library at a salary of \$760.00 per month for ten months beginning September 1, 1960, replacing James G. Eberhardt, resigned. Mr. Bingham had been serving as librarian in a Decatur, Illinois, high school.
5. Marquita Irland, B.S., Michigan State College, 1942; M.A., 1947; Ed.D., Wayne University, 1956; as Professor and Coordinator of Student Teaching in Home Economics at a salary of \$1,000.00 per month for nine months beginning September 6, 1960, replacing Julia Kilpatrick, resigned. Dr. Irland returns to Eastern's faculty after serving in the Department of Education for the State of Delaware for one year.

6. Wineva C. Davis, B.S., Northeast Missouri State College, 1932; M.A., Colorado State College, 1958; as Instructor of Home Economics at a salary of \$760.00 per month for nine months beginning September 6, 1960, replacing Ruth Schmalhausen, transferred. Mrs. Davis taught last year at Culver-Stockton College.
7. Mary R. Hartman, B.M., Indiana University, 1959; M.M., University of Illinois, 1960; as Instructor of Music at a salary rate of \$600.00 per month for one-half time duty for nine months beginning September 6, 1960, replacing Alice Swickard, resigned.

E. Substitutes

1. Sarah Clevenger, A.B., Miami University, 1947; M.S., Butler University, 1949; Ph.D., Indiana University, 1957; as Substitute Assistant Professor of Botany at a salary of \$780.00 per month for nine months beginning September 6, 1960, substituting for Dr. Kenneth Damann, on sabbatical leave. Dr. Clevenger taught at Wittenberg University last year.
2. Esther D. Ross, B.S., Ohio State University, 1930; M.S., Eastern Illinois State College, 1953; as Substitute Instructor of Business at a salary rate of \$580.00 per month for nine months beginning September 6, 1960, for full-time duty during the fall and spring quarters and one-half time during the winter quarter, substituting for Dr. Clifford Fagan, on sabbatical leave.
3. Lucina P. Gabbard, A.B., Louisiana State University, 1942; M.A., State University of Iowa, 1947; as Substitute Instructor of English at a salary of \$540.00 per month beginning September 19, 1960, substituting for Dr. Chenault Kelly until she returns from disability leave.

F. Temporary Part-Time Appointments

1. Edna Kniskern, A.B., as Faculty Assistant Teacher of Biology in the Laboratory School at a salary rate of \$600.00 per month for two-thirds time duty for nine months beginning September 6, 1960, temporarily filling the position for 1960-61.
2. Jeanne Buck, M.A., as Instructor of English in the Laboratory School at a salary rate of \$520.00 per month for nine months for one-half time duty beginning September 6, 1960. (Mrs. Kniskern and Mrs. Buck are filling the vacancy in the ninth grade for this year because we were unable to employ a satisfactory person for this position.)
3. Shirley M. Coleman, B.S., as Faculty Assistant and Teacher of Home Economics in the Laboratory School at a salary rate of \$560.00 per month for nine months for one-half time duty beginning September 6, 1960.
4. Harold Marker, M.A., as Instructor of Mathematics at a salary rate of \$620.00 per month for one-third time duty for nine months beginning September 6, 1960.
5. Catharine T. Smith, M.S., as Instructor of Zoology at a salary rate of \$560.00 per month for two-thirds time duty for nine months beginning September 6, 1960.

G. Faculty Assistants

The following persons were employed as Faculty Assistants, as indicated, to assist with registration at the salary rate of \$10.00 per day:

- | | | |
|--------------------------|---------|----------|
| 1. Mrs. Phyllis Walstrom | 10 days | \$100.00 |
| 2. Mrs. Charlotte Baker | 4 days | 40.00 |

3. Mrs. Janet Holley	1/2 day	\$ 5.00
4. Mrs. Dorothy Manbeck	3 days	30.00

We request permission to employ a Faculty Assistant for a period not to exceed twenty days at the salary rate of \$10.00 per day to help in moving and checking records when the Records Office moves into its remodeled quarters.

H. Graduate Assistants

1. David Boyd, Graduate Assistant in the Audio-Visual Center, at a salary of \$120.00 per month for nine months beginning September 6, 1960.
2. James D. Young, Graduate Assistant in the Department of Geography at a salary of \$120.00 per month for nine months beginning September 6, 1960.
3. David McInroe, Graduate Assistant in the Testing Services, at a salary of \$120.00 per month for nine months beginning September 6, 1960.
4. Janice R. Hill, Graduate Assistant in Remedial Reading, at a salary of \$120.00 per month beginning September 6, 1960.
5. Donna Ricchiardi, Graduate Assistant in the Laboratory School, at a salary of \$120.00 per month for nine months beginning September 6, 1960.

I. Disability Leave

1. Dr. Chenault Kelly is presently off duty because of surgery and expects to be off duty for some time. She will go on disability when her sick leave is exhausted.

J. Change in Sabbatical Leave

1. Mrs. Virginia Hyett, Assistant Professor of Art, requests change in her sabbatical leave privilege from the first half of the year to the last half because of illness. When her sick leave is exhausted, she will transfer to disability.

K. Changes in Titles

1. Dr. Maurice Manbeck, from Assistant Dean, Admissions and Records, to Assistant Dean, Registration and Records.
2. Mr. David Baird, from Director of High School Relations, to Director of High School Relations and Admissions.

L. Substitute Instructor List for 1960-61

The following persons are recommended for substitute duty on a per diem basis, as needed:

1. Mrs. Carolyn Anfinson, M.M.E.
2. Mrs. Beth Blackford, B.A.
3. Mrs. Muriel Boyd, B.S.
4. Mrs. Alice Cavins, A.B.
5. Mrs. Olga Durham, B.F.A.
6. Mrs. Doris Foreman, A.B.
7. Mrs. Marjorie Hodapp, M.A.
8. Mrs. Mildred Hopkins, B.A.
9. Mrs. Bette Johnson, B.A.
10. Mrs. Marjorie Knoop, B.S.
11. Mrs. Margaret Moler, M.S.
12. Mrs. Norma Sunderman, B.S.
13. Mrs. Jeanne Tingley, B.S.
14. Mrs. Marie Nielsen, M.S.

III. UNIVERSITY CIVIL SERVICE EMPLOYEES

A. Resignations

1. Joyce Thompson, Temporary Clerk Stenographer I in the President's Office, employment terminated as of September 9, 1960.
2. Reta J. Cutrell, Cook's Helper in the Union Cafeteria, resigned as of July 31, 1960.
3. Norma Ingram, Cook's Helper in the Laboratory School, resigned as of September 15, 1960.

B. Replacements

1. Robert L. Buikema, Assistant Food Production Manager in the Union Cafeteria, at a salary of \$420.00 per month beginning September 17, 1960, replacing Mary S. Gray, resigned.
2. Norma Ingram, Cook's Helper in the Laboratory School, at a salary of \$185.00 per month beginning September 12, 1960, replacing Inez Kelly, transferred.
3. Inez Kelly, Cook's Helper in the Laboratory School, transferred to the Union Cafeteria effective September 5, 1960, replacing Winifred Matteson, temporary appointment.
4. Mary C. Kearns, Cook's Helper in Pemberton Hall, at a salary of \$185.00 per month beginning September 7, 1960, replacing Vera Snider, on disability leave.
5. Marilyn G. Keller, Clerk Stenographer I in the Office of Regional Services, at a salary of \$215.00 per month beginning September 6, 1960, replacing Betty Swanson, resigned.
6. Margaret L. Thompson, Clerk Typist I in the Library, at a salary of \$185.00 per month beginning September 1, 1960, replacing Linda Swinford, resigned.
7. Mary L. Warren, Temporary Clerk Stenographer I in the President's Office, at a salary of \$210.00 per month beginning September 12, 1960, replacing Joyce Thompson, resigned.
8. Helen P. Arnold, Cook's Helper in the Laboratory School, at a salary of \$185.00 per month beginning September 26, 1960, replacing Norma Ingram, resigned.
9. Winifred R. Matteson, Cook's Helper in the Union Cafeteria, at a salary of \$185.00 per month beginning September 7, 1960, replacing Reta Cutrell, resigned.
10. Judith F. Corbin, Clerk Stenographer I in the Library, at a salary of \$215.00 per month beginning October 17, 1960, replacing Cynthia Smith, resigned.

C. Returned from Leave

1. Alice Burrus Brown, Cook's Helper in Lincoln-Douglas Halls, as of August 31, 1960.
2. Mary Ellen Leight, Cook's Helper in the Union Cafeteria, as of September 5, 1960.
3. Mary M. Swinford, Cook's Helper in the Union Cafeteria, as of September 5, 1960.

4. Rosemary Wagle, Cook's Helper in the Laboratory School, as of September 9, 1960.
5. Minnie Wheeler, Cook's Helper in the Laboratory School, as of September 9, 1960.

D. New Positions, Previously Approved

1. Juanita Landrus, Cook's Helper in the Union Cafeteria, at a salary of \$185.00 per month beginning September 5, 1960. (Position approved June 27, 1960.)
2. Paula K. Ashby, Temporary Clerk Stenographer I in the Testing Services and Physical Plant Office, at a salary of \$200.00 per month beginning September 1, 1960. (Position approved August 8, 1960.)
3. Charles M. Richardson, Stores Clerk in the Union Cafeteria, at a salary of \$300.00 per month beginning September 5, 1960. (Position approved June 27, 1960.)
4. Gertrude L. Sims, Cook's Helper in Lincoln-Douglas Halls, at a salary of \$185.00 per month beginning August 29, 1960. (Position approved April 25, 1960.)
5. Robert W. Nolan, Groundsman, at a salary of \$330.00 per month beginning October 1, 1960. (Position included in Internal Budget.)

E. New Positions

1. There is approximately a fifty per cent increase in business in the Snack Bar this fall compared to last spring. For that reason we need another Grill Cook. This will enable us to operate somewhat more efficiently and the cost will be little if any greater than the corresponding amount of student help. If the position is approved, the Grill Cook would be paid from operating funds of the Bond Revenue, Series 1956, Project.

F. Leaves of Absence

1. Gail James, Clerk Stenographer I in the Office of Regional Services, leave of absence without salary beginning November 13, 1960.

G. Changes in Classification and/or Salary

1. Marilyn Wynn, Clerk Typist I in the University Union, to Clerk Typist II, effective September 1, 1960, at an increase in salary to \$250.00 per month.
2. Joan R. Gwin, Clerk I in the Office of Teacher Education and Placement, to Clerk Typist II, effective September 1, 1960, with no change in salary.
3. Helen Whalen, Clerk Stenographer II in the Records Office, to Assistant Recorder, effective November 1, 1960, with no increase in salary.
4. Gail L. James, Clerk Typist I in the Office of Regional Services, to Clerk Stenographer I, effective September 1, 1960, with no change in salary.
5. Ione Bower, Clerk I in the Union Cafeteria Office, to Clerk II effective August 1, 1960, at no change in salary.

6. Tymon Mitchell, Fountain Supervisor in the Union Snack Bar, increase in salary to \$500.00 per month effective October 1, 1960.

H. Temporary Appointment

1. Phyllis Meeks, Temporary Clerk Stenographer I in the Office of Regional Services, at a salary of \$210.00 per month beginning September 15, 1960.

VI. BUILDINGS AND GROUNDS

As of the tenth day of school, September 22, the overloading in our residence halls was as follows:

Pemberton	5	Weller	4
Ford	1	Lincoln	6
McKinney	5	Douglas	6

As of October 20 the figures are as follows:

Pemberton	3	Weller	4
Ford	1	Lincoln	7
McKinney	1	Douglas	6

IX. MISCELLANEOUS

A. Purchase of Ice Machine

The following bids have been received on one Scotsman Super Flaker for the University Union Snack Bar:

a. Scotsman, King-Seeley Corp., Albert Lea, Minn.	\$1326.49
b. H. C. King, Charleston	1475.77
c. Weber Equipment, Evansville, Indiana	1599.60

We request permission to purchase this machine from Scotsman, King-Seeley Corporation, the lowest responsible bidder, at a cost of \$1326.49, with payment to be made from Bond Revenue, Series 1956, funds.

B. Trade-in of Automobile

Bids were solicited on a 1961 model, four-door, six cylinder automobile, with trade-in of a 1959 Chevrolet having approximately 60,300 miles on it. The results are as follows:

<u>Name of Company</u>	<u>Base Bid</u>	<u>Trade-In</u>	<u>Net Bid</u>
a. Lindley Chevrolet Co., Charleston	\$2717.10	\$1500.00	\$1217.10
b. Glenn Comer Rambler Sales, Charleston	No bid		
c. Grobelny Motor Sales, Mattoon	No bid		

Nine other automobile agencies from whom bids were solicited did not return the bid form.

We recommend purchase from the Lindley Chevrolet Company at a net cost of \$1217.10, with payment to be made from General Revenue funds.

Quincy Doudna
President

REPORT OF
ILLINOIS STATE NORMAL UNIVERSITY

October 31, 1960

I. STUDENTS

A. Enrollment for the First Semester, 1960-1961

	Men and Boys	Women and Girls	Total	Total One Year Ago
1. University				
In each column the first figure is the full-time enrollment, exclusive of all part-time students and withdrawals with refunds. The figure in parentheses is the total number of students registered.				
Graduate	57 (207)	17 (151)	74 (358)	69 (290)
Senior	273 (291)	329 (408)	602 (699)	508 (585)
Junior	269 (278)	371 (418)	640 (696)	619 (660)
Sophomore	303 (307)	547 (562)	850 (869)	739 (757)
Freshman	604 (604)	1087 (1096)	1691 (1700)	1381 (1395)
Unclassified	-- (16)	4 (45)	4 (61)	7 (68)
Special	6 (13)	61 (72)	67 (85)	59 (75)
Total College				
Students on Campus	1512 (1716)	2416 (2752)	3928 (4468)	3382 (3830)
Equated Enrollment			3956	3420
2. University High School	237	180	417	415
3. University Elementary School	250	218	468	464
4. Special Education School	<u>60</u>	<u>59</u>	<u>119</u>	<u>109</u>
Total Pupils, Elementary and Secondary	<u>547</u>	<u>457</u>	<u>1004</u>	<u>988</u>
Total	2059	2873	4932	4370
Extension	<u>62</u>	<u>491</u>	<u>553</u>	<u>609</u>
Grand Total	2121	3364	5485	4979

B. Attendance in Extension Courses First Semester, 1960-1961

1. Enrollment in extension courses, the departmental courses offered, the centers, and the instructors are here presented for the first semester of the 1960-1961 school year.

<u>Center</u>	<u>Course</u>	<u>Instructor</u>	<u>Enrollment</u>
Blue Mound	Arithmetic for the Elementary Grades E201	Albert Eckert	23
Clinton	Geography of the United States E201	Paul Brand	24
Decatur	History of the United States E135	Roger Champagne	27
East Peoria	English Grammar E275	Lela Winegarner	18
Eureka	Informational Books E216	Hazelle Anderson	26
Gibson City	Geography of the United States E201	Arthur Watterson	36
Havana	Audio-Visual Education E240	Clarence Kurth	22
Joliet	Art Materials for Elementary Schools E200	C. Louis Steinburg	35

<u>Center</u>	<u>Course</u>	<u>Instructor</u>	<u>Enrollment</u>
Kankakee	Music Education in the Elementary Grades E241	Lyle M. Young	32
Kankakee	*Problems in Reading E400	Mary Serra	56
Lincoln	Literature for Upper Grades E272	Taimi Ranta	33
Pekin	American Life and Institutions E292	Arlan Helgeson	44
Peoria	*Teaching of Science in the Elementary School E403	Loren Mentzer	12
Pontiac	Natural Science E220	J. Louis Martens	41
Princeton	Language Arts for the Elementary School E278	Ruth Henline	41
Springfield	Philosophy of Education E203	Homer Knight	36
Streator	*Introduction to Research E501	William Lueck	39
Watseka	*Improvement of Instruction E520 (2 sem. hours)	Leo Eastman	<u>8</u>
Total First Semester, 1960-1961			553

Average enrollment for the eighteen courses is 30.7.

*Graduate Course

C. Enrollment for Summer Session, 1960

1. Eight-week Session

The figure in parenthesis is all students and the figure not in parenthesis is full-time students, excluding withdrawals with refunds.

	Men and Boys	Women and Girls	Total	Total One Year Ago
a. University				
Graduate	354 (384)	160 (194)	514 (578)	433 (487)
Senior	197 (208)	366 (387)	563 (595)	547 (569)
Junior	111 (119)	209 (220)	320 (339)	287 (297)
Sophomore	48 (53)	125 (134)	173 (187)	167 (177)
Freshman	40 (44)	51 (58)	91 (102)	98 (112)
Unclassified	55 (63)	93 (105)	148 (168)	126 (146)
Special	<u>43 (50)</u>	<u>41 (62)</u>	<u>84 (112)</u>	<u>71 (94)</u>
Total College Students on Campus	848 (921)	1045(1160)	1893 (2081)	1729 (1882)*
b. University High School	278	226	504	481
c. University Elementary School	226	221	447	447
d. Special Education School	<u>49</u>	<u>54</u>	<u>103</u>	<u>124</u>
Total Pupils, Elementary and Secondary	<u>553</u>	<u>501</u>	<u>1054</u>	<u>1052</u>
Total	1401	1546	2947	2781
Extension	<u>22</u>	<u>404</u>	<u>426</u>	<u>498</u>
Grand Total	1423	1950	3373	3279

* In 1959 this was shown as 2354, which included short sessions. The short sessions are now reported separately.

2. Short Courses During Eight Week Session				
One-week courses	31	400	431	--
Two-week courses	42	257	299	--
Three-week courses	<u>4</u>	<u>27</u>	<u>31</u>	--
Total	77	684	761	
3. Post Session - University				
One-week courses	4	40	44	21
Two-week courses	147	162	309	279
Three-week courses	<u>137</u>	<u>139</u>	<u>276</u>	<u>300</u>
Total	288	341	629	600

D. Attendance in Extension Courses Summer Session, 1960

1. Enrollment in extension courses, the departmental courses offered, the centers, and the instructors are here presented for the summer session of 1960.

<u>Center</u>	<u>Course</u>	<u>Instructor</u>	<u>Enrollment</u>
	<u>June 13 - July 1</u>		
Cambridge	Advanced Reading Methods E207	Lucile Jones	37
Carrollton	Music Workshop (elem.level) E193 or E293	Lyle M. Young	23
East Peoria	Natural Science E219	J. Louis Martens	39
Kankakee	State and Local Government E255	Alice Ebel	31
Morris	Dance for the Elem. School E122 (1 sem. hr.) and Physical Education for Lower Grades E222 (2 sem. hrs.)	Faith Clark	37
Peoria	Survey of English Literature E122	Jane Maddocks	15
Springfield	Arithmetic for the Elementary Grades E201	Albert Eckert	44
	<u>July 5 - July 22</u>		
Beecher	Arithmetic for the Elementary Grades E201	Albert Eckert	25
Cambridge	Music Workshop (elem.level) E193 or E293	Lyle M. Young	21
Danville	Survey of English Literature E122	Denton May	20
Kankakee	Art Materials for Elem. Schools E200	Perry Ragouzis	22
Petersburg	Advanced Reading Methods E207	Lucile Jones	18
Princeton	Natural Science E219	J. Louis Martens	26
Springfield	Physical Ed. for Elem. Schools E221	Burton O'Connor	41
	<u>July 25 - August 12</u>		
Park Forest	Art Materials for Elementary Schools E200	Perry Ragouzis	<u>27</u>
Total Summer Session 1960			426

Average enrollment for the fifteen courses is 28.4

- E. Total number of different persons registered on and off campus during the 1959 summer session and the 1959-1960 school year. This is an increase of 260 over the 1958-1959 school year.

	<u>Men and Boys</u>	<u>Women and Girls</u>	<u>Total</u>
University	2244	3453	5697
Extension	159	1262	1421
High School	348	288	636
Elementary Grades	<u>637</u>	<u>515</u>	<u>1152</u>
Total	3388	5518	8906

F. Per Capita Cost for University Year, 1959-1960

1. Total semester hours of credit enrolled, including campus credit and extension credit.

	<u>Semester Hours Enrolled</u>
Summer 1959 - On campus	15,965
Summer 1959 - Extension	1,593
First Semester 1959-1960 - On campus	54,281
First Semester 1959-1960 - Extension	1,824
Second Semester 1959-1960 - On campus	50,708
Second Semester 1959-1960 - Extension	<u>1,821</u>
Total	126,192

126,192 semester hours divided by 32 semester hours (average annual student load) gives 3,944 students as the basic figure for computing per capita cost.

2. Cost of operating the University for the year beginning July 1, 1959, and ending June 30, 1960, excluding Permanent Improvements, Auxiliary Enterprises, Self-Liquidating Dormitories, University Retirement System, major repairs, and major purchases of equipment was \$4,651,401.
3. Computation of Per Capita Cost

$$\text{Total expenditures } \$4,651,401 \div 3944 = \$1,179.36^*$$

* As I have pointed out during the past three years in a footnote concerning per capita costs, I think that it is unfortunate that we take our total expenditures and divide them by the number of college students, as this gives an unfair picture concerning our University. In a teacher education institution, it is imperative that we have a well-planned laboratory school program with adequate staff and students. Many of these staff members teach a college course occasionally and spend a great deal of time in supervising practice teachers, helping in observation classes, and improving elementary and high school work throughout the state. Yet these pupils are not counted in our per capita cost, but the salaries of the teachers, the maintenance of the buildings, and the necessary equipment and commodities are counted. If we were to use our total student-pupil enrollment this year, we would need to figure in the 1004 pupils that we have in our elementary school, high school, and special education classes. Furthermore, it should be pointed out that our special education classes for the handicapped are of necessity quite small and fairly costly.

G. Scholarship Students

	<u>Summer 1960</u>	<u>First Semester 1960</u>
Teacher Education Scholarships	580	2490
General Assembly Scholarships	--	23
State Military Scholarships	152	201

H. Graduates, August 1960

1. At the August 12, 1960, commencement there were 157 undergraduate students and 76 graduate students who received appropriate degrees and diplomas. The entire list is included in a commencement program corrected and sent to the Office of the Executive Officer of the Teachers College Board.

Summary of Undergraduate Division Groups

Agriculture	5	Home Economics	7
Art	0	Industrial Arts	7
Biological Science	1	Junior High School	1
Business Education	17	Mathematics	8
Elementary	58	Music	7
English	7	Physical Sciences	1
Foreign Language	0	Social Sciences	12
Geography	0	Special Education	13
Health and P.E. (Men)	3	Speech	6
Health and P.E. (Women)	4		
Total August Bachelors Graduates		157	
Total August Masters Graduates		<u>76</u>	
Total August Graduates		233	

II. FACULTY

A. Appointments

1. Addition to Summer Session Faculty, 1960

- a. Mr. Donald Parker, Inspector of Food Sanitation and Laboratory Technician, University Health Service, at a salary rate of \$660.00 for the month of August 1960, to take the place of Mrs. Bernice Weber, Laboratory Technician, on leave.

2. Reinstatement

- a. Mrs. Harriett S. Hutter, as a part-time Assistant Professor of Spanish, effective September 1960 for the school year of nine months, or less in the event that a satisfactory appointment for the position is made, at a salary rate of \$200.00 per month, due to the large enrollment in this department.

3. Continuation of Present Faculty Members Who Have Been on a Temporary Appointment

- a. Mrs. Janet Boeh, as part-time Faculty Assistant in Health and Physical Education, effective September 1960 for the school year of nine months, or less in the event that a satisfactory appointment for the position is made, at a salary rate of \$120.00 per month, due to the large enrollment in this department.
- b. Mrs. Candace Helgeson, as part-time Faculty Assistant in English, effective September 1960 for the school year of nine months, or less in the event that a satisfactory appointment for the position is made, at a salary rate of \$480.00 per month, due to the large enrollment in this department.
- c. Mr. George Kuehn, as Faculty Assistant in Industrial Arts, effective September 1960 for nine months, at a salary rate of \$460.00 per month, \$4140.00 for the school year of nine months.
- d. Mrs. Roberta E. Wheeler, as part-time Faculty Assistant in Health and Physical Education, effective September 1960 for the school year of nine months, or less in the event that a satisfactory appointment for the position is made, at a salary rate of \$260.00 per month, due to the large enrollment in this department.

4. Replacements

- a. Mrs. Donette Jackson, as Instructor in Education and Supervisor of Off-Campus Student Teaching, effective September 1960, at a salary rate of \$620.00 per month, \$5580.00 for the school year

of nine months, to take the place of Mr. Henry Hermanowicz, who will have a full schedule of college classes. Mrs. Jackson has a bachelor's degree from Murray State College at Murray, Kentucky, and a master's from the University of Kentucky. For the past seven years she has been on the faculty of Kansas State College at Pittsburg.

- b. Dr. Leon T. Ofchus, as Associate Professor of Education, effective September 1960, at a salary rate of \$860.00 per month, \$7740.00 for the school year of nine months, to take the place of Mr. Harold Paulson, resigned. Dr. Ofchus has a bachelor's degree from the State Teachers College at East Stroudsburg, Pennsylvania, a master's from the University of Wyoming, and a doctor's from Wayne State University at Detroit, Michigan. For the past four years he has been on the faculty of Wayne State University.
- c. The following student is recommended for approval as a faculty assistant counselor to carry out the program and serve in place used in past years at a salary rate of \$120.00 per month, \$1080.00 for the 1960-1961 school year.

(1) Donald Ray Melton, Residence Hall

- d. The following students are recommended for approval as faculty assistants to carry out the program and serve in places used in past years at a salary rate of \$120.00 per month, \$1080.00 for the school year 1960-1961.

- (1) Gary Cronkhite, Speech
- (2) Joseph A. Hatz, Social Science
- (3) Duncan MacGregor, Education and Psychology
- (4) Robert John Pierce, Music

5. New Positions (Previously authorized by the Teachers College Board)

- a. Mrs. Jill Bohlander, as Instructor in English, effective September 1960, at a salary rate of \$560.00 per month, \$5040.00 for the school year of nine months. Mrs. Bohlander has a bachelor's degree from Illinois Wesleyan University and a master's from the University of Illinois. For the past year she has been on the faculty of Danvers High School.
- b. Mrs. Louise Mini, as Instructor in Foreign Languages, effective September 1960, at a salary rate of \$700.00 per month, \$6300.00 for the school year of nine months. Mrs. Mini has bachelor's and master's degrees from the University of Illinois, and has ten years of experience in teaching foreign languages in high school and junior college.
- c. Miss Mercedes M. Oberlender, as Instructor in Foreign Languages, effective September 1960, at a salary rate of \$720.00 per month, \$6480.00 for the school year of nine months. Miss Oberlender has bachelor's and master's degrees from the University of Nebraska. For the past year she has been on the faculty of Nebraska Wesleyan University.
- d. Mrs. Nancy Schramm, as part-time Faculty Assistant in Art, effective September 1960, for one semester only, at a salary rate of \$260.00 per month, \$1170.00 for the four and one-half months for which the appointment is made. Mrs. Schramm has a bachelor's degree from Illinois State Normal University.

B. New Positions Requested

1. Our estimate for the first semester of 1960 was 4300 students. This was based on a good deal of thinking and on the increase that would be brought about by the new residence hall. Dean Larsen felt the figure was too conservative but some of the rest of us felt that it was a safe figure. It now turns out that Dean Larsen was again quite right. The actual enrollment is 4468 students on the campus, an increase of 168 above our estimated figure. As a result, we have had a rather difficult time adjusting our classes to the number of students and student needs. A sizable group of freshmen were unable to get into some of our courses which we usually require in the freshman year because there weren't enough teachers and there wasn't enough space in classrooms as we could not add more to laboratory classes and we put as many chairs as possible in the normal classroom. In fact, in a number of our social science classes, we average over 45 students. Our classes in speech, English composition, and languages are not only above the ideal class size suggested by national accrediting agencies but are a good deal above what we ourselves have ever taken before.

During the past two years we sought a few additional teachers the second semester because of the fact that we had more students than we had anticipated. Some of these have turned out to be excellent teachers. We find that more and more students are finishing graduate work at the mid-year and, while these are not people with a great deal of experience, often some of them have turned into good teachers and we would like to try to obtain a few of these this coming February to help cut down on the present load. We would like to start immediately looking for these people. Consequently, I strongly urge that we be given approval to hire nine additional staff members to begin their work February 1, 1961. Inasmuch as this will mean salaries for four and one-half months, we have sufficient funds to take care of that.

C. Faculty Members Desiring to Take University Courses for Credit

Mrs. Nancy Schramm - Psychology of Art Activities 482
Mr. Malcolm J. Skove - Applied Music 126

III. OTHER SCHOOL EMPLOYEES

A. Resignations

1. Mrs. Jean F. Devlin, Clerk Typist III in the Department of Health and Physical Education for Women, effective August 16, 1960, in order to become a full-time homemaker.
2. Mrs. Jessie Lyons, Cook, effective September 26, 1960, for personal reasons.
3. Mrs. Lillian E. Ploense, Assistant Fountain Supervisor, Student Union, effective September 13, 1960, because of disability and other employment.
4. Miss Norma Powell, Clerk Stenographer I in the Office of the Registrar, effective September 23, 1960, in order to be married.
5. Miss Shirley Ann Steinbeck, Clerk Stenographer I in the University High School Office, effective July 29, 1960, for personal reasons.
6. Mrs. Frances Sylvester, Janitress, effective September 30, 1960, for personal reasons.

B. Leave of Absence

1. Mr. Clarence D. Lanham, Driver, from August 3, 1960, to September 1, 1960, for personal convenience.

C. Change in Assignment

1. Mrs. Mary Ann Treash, from Clerk Stenographer I in the Recorder's Office to Clerk Stenographer I in the Metcalf School Office, effective August 15, 1960.

D. Change in Classification

1. Mr. Will C. Headley, from Musical Instrument Technician to Piano Technician, effective August 1, 1960.
2. Mr. John R. Van Dyke, from Assistant Broadcasting Engineer to Broadcasting Engineer, effective July 1, 1960. This change was made by the Merit Board, effective July 1, 1960.

E. Change in Salary Rate

1. Mr. Henry Anderson, Assistant to the Director of the University Union, from a salary rate of \$525.00 per month to \$560.00, effective October 6, 1960, due to satisfactory completion of probationary period.
2. Mr. James B. Anderson, Kitchen Laborer, from a salary rate of \$235.00 per month to \$245.00, effective September 8, 1960. (Letter of October 11, 1960 to Preston Ensign from Richard G. Browne.)
3. Mr. Henry S. Hocenic, Janitor, from a salary rate of \$330.00 per month to \$360.00 per month, effective August 15, 1960, due to satisfactory completion of probationary period.
4. Mr. Herbert J. Kleine, Chef in the Student Union, from a salary rate of \$300.00 per month to \$315.00, effective September 1, 1960, due to satisfactory completion of probationary period.
5. Mr. James C. McKee, Farm Manager, from a salary rate of \$450.00 per month to \$485.00 per month, effective September 1, 1960, due to satisfactory completion of probationary period.
6. Mrs. Florence O'Connell, Clerk Typist II in Milner Library, from a salary rate of \$250.00 per month to \$265.00, effective October 7, 1960, due to satisfactory completion of probationary period.
7. Mrs. Doris Louise Reeves, Cashier I in the Business Office, from a salary rate of \$240.00 per month to \$260.00 per month, effective September 17, 1960, due to satisfactory completion of probationary period.
8. Mr. Carlton M. Remsburg, Electrician, from a per hour rate of \$3.65 to \$3.80, \$646.00 per month, effective October 1, 1960.
9. Mr. Carl Samuels, Kitchen Laborer, from a salary rate of \$265.00 per month to \$275.00 per month, effective August 8, 1960. (Letter of October 11, 1960 to Preston Ensign from Richard G. Browne.)
10. Mr. James W. Stewart, Utility Laborer, from a salary rate of \$355.00 per month to \$370.00 per month, effective September 1, 1960, to bring salary into line with persons under contract.
11. Mr. Clifford C. Wright, Assistant Fountain Supervisor, in the University Union, from a salary rate of \$250.00 per month to \$265.00, effective October 1, 1960, due to satisfactory completion of probationary period.
12. Mr. Henry E. Thornton, Kitchen Laborer, from a salary rate of \$265.00 per month to \$275.00 per month, effective August 8, 1960. (Letter of October 11, 1960 to Preston Ensign from Richard G. Browne.)

13. Mr. Joseph T. Thornton, Kitchen Laborer, from a salary rate of \$235.00 per month to \$245.00 per month, effective September 8, 1960. (Letter of October 11, 1960 to Preston Ensign from Richard G. Browne.)
14. Mr. Christian D. Zimmermann, Electrician, from a per hour rate of \$3.65 to \$3.80, \$646.00 per month, effective October 1, 1960.

F. Change in Classification and Salary Rate

1. Mr. Cleo Burke, from Stationary Fireman Helper at a salary rate of \$445.00 per month to Stationary Fireman at a salary rate of \$470.00 per month, effective October 20, 1960, in accordance with the agreement with Local #8.
2. Mr. Harvey R. Mays, from Maintenance Repairman at a salary rate of \$335.00 per month, to Housing Maintenance Supervisor at a salary rate of \$425.00 per month, effective August 25, 1960.
3. Mrs. Elsie F. Mendenhall, from Clerk Typist II in the Department of Health and Physical Education for Men at a salary rate of \$260.00 per month, to Clerk Stenographer III in the Department of Health and Physical Education for Men at a salary rate of \$275.00 per month, effective October 1, 1960.

G. Reinstatement under New Classification and Position

1. Mrs. Mabel Ashenbremer, as Cook, effective September 7, 1960, at a salary rate of \$215.00 per month. (Board Report, August 8, 1960, III-G-3.)
2. Mrs. Minnie Lamb, as Cook, effective September 9, 1960, at a salary rate of \$215.00 per month. (Board Report, August 8, 1960, III-G-3.)

H. New Appointments (Replacement)

1. Miss Lois Jill Fox, as Clerk Stenographer I in the Office of the Dean of Men, at a salary rate of \$225.00 per month, effective August 1, 1960, to take the place of Mrs. Elaine Johnson, resigned. (Position classification changed from Clerk Typist I to Clerk Stenographer I.)
2. Miss Dorothy A. Heavilin, as Clerk Stenographer I in the Recorder's Office, at a salary rate of \$225.00 per month, effective August 8, 1960, to take the place of Mrs. Mary Ann Treash, transferred to another assignment.
3. Mrs. Betty J. Karrick, as Clerk Stenographer III in the Department of Health and Physical Education for Women, at a salary rate of \$325.00 per month, effective August 8, 1960, to take the place of Mrs. Jean Devlin, resigned. (Position classification changed from Clerk Typist III to Clerk Stenographer III.)
4. Mrs. Jessie C. Lyons, as Cook in the University Union, at a salary rate of \$215.00 per month, effective September 9, 1960, to take the place of Mrs. Gertrude Dixon, transferred to another position.
5. Miss Edna McCoy, as Janitress, at a salary rate of \$240.00 per month, effective September 29, 1960, to take the place of Mrs. Frances Sylvester, resigned.
6. Mrs. Karen S. McHugh, as Clerk Stenographer II in the Registrar's Office, at a salary rate of \$250.00 per month, effective September 8, 1960, to take the place of Miss Norma Powell, resigned.

7. Mrs. Elizabeth Ann Murphy, as Clerk Typist II in the Alumni Office, at a salary rate of \$225.00 per month, effective August 2, 1960, to take the place of Mrs. Norma Sperry, resigned.
8. Miss Sharon Elaine Patterson, as Clerk Typist I in the Office of the University High School, at a salary rate of \$225.00 per month, effective August 1, 1960, to take the place of Miss Shirley Ann Steinbeck, resigned.
9. Miss Catherine E. Richards, as Assistant Food Service Manager, at a salary rate of \$550.00 per month, effective August 16, 1960, to take the place of Mr. Alvin Zvoda, resigned.
10. Mr. Lester M. Ryan, as Food Service Supervisor, at a salary rate of \$375.00 per month, effective September 1, 1960, to take the place of Mr. Stanley Sleevar, transferred to new position of Food Production Manager.
11. Mr. Kenneth R. Shaw, as Chef, at a salary rate of \$420.00 per month, effective September 9, 1960, to fill the reallocated position of Assistant Food Service Manager.

I. Appointment (New Position)

1. Mr. James B. Anderson, as Kitchen Laborer, at a salary rate of \$235.00 per month, effective September 6, 1960. (Board Report, August 8, 1960, III-G-3.)
2. Mrs. Lorene P. Anderson, as Cook, at a salary rate of \$215.00 per month effective September 8, 1960. (Board Report, August 8, 1960, III-G-3.)
3. Mr. Fremont Antenen, as Assistant Food Production Manager, at a salary rate of \$400.00 per month, effective September 1, 1960. (Board Report, August 8, 1960, III-G-3.)
4. Mr. Robert J. Blake, as Laundry Checker, at a salary rate of \$330.00 per month, effective August 30, 1960. (Board Report, August 8, 1960, III-G-3.)
5. Mrs. Mabelle Butler, as Cook, at a salary rate of \$215.00 per month, effective September 10, 1960. (Board Report, August 8, 1960, III-G-3.)
6. Mrs. Helen Calvert, as Janitress, at a salary rate of \$240.00 per month, effective August 24, 1960. (Board Report, August 8, 1960, III-G-3.)
7. Mr. Roy C. Crum, as Janitor, at a salary rate of \$330.00 per month, effective August 17, 1960. (Board Report, August 8, 1960, III-G-3.)
8. Mrs. Melba Dameron, as Cook, at a salary rate of \$215.00 per month, effective September 6, 1960. (Board Report, August 8, 1960, III-G-3.)
9. Mrs. Judith Dickerson, as Clerk Typist I in the Personnel Office, at a salary rate of \$225.00 per month, effective October 10, 1960. (Minutes, September, 1960.)
10. Mrs. Thelma V. Erdman, as Janitress, at a salary rate of \$240.00 per month, effective August 23, 1960. (Board Report, August 8, 1960, III-G-3.)
11. Mr. Delmar D. Farber, as Storekeeper in the Food Service, at a salary rate of \$375.00 per month, effective August 1, 1960. (Board Report, August 8, 1960, III-G-3.)

12. Miss Annabelle Ferguson, as Janitress, at a salary rate of \$240.00 per month, effective August 17, 1960. (Board Report, August 8, 1960, III-G-3.)
13. Mr. Siegfried Fischer, as Janitor, at a salary rate of \$330.00 per month, effective August 16, 1960. (Board Report, August 8, 1960, III-G-3.)
14. Mrs. Beverly J. Hari, as Clerk Typist I in the University Union, at a salary rate of \$225.00 per month, effective September 6, 1960. (Board Report, August 8, 1960, III-G-2.)
15. Mr. Alvin Albert Hedstrom, as Stores Clerk in the Music Department, at a salary rate of \$325.00 per month, effective July 26, 1960. (Minutes, May 16, 1960.)
16. Mrs. Myra J. Hermann, as Clerk Stenographer II in the Student Insurance Office, at a salary rate of \$275.00 per month, effective August 25, 1960. (Board Report, August 8, 1960, II-G-4.)
17. Mr. Alfred E. Johannes, as Food Service Supervisor, at a salary rate of \$325.00 per month, effective September 1, 1960. (This is a relief position.)
18. Mr. William G. Kohler, as Janitor, at a salary rate of \$330.00 per month, effective August 18, 1960. (Board Report, August 8, 1960, III-G-3.)
19. Miss Nancy E. Keneipp, as Clerk Stenographer II in Physical Science and Special Education, at a salary rate of \$250.00 per month, effective September 7, 1960. (Internal Budget 1960.)
20. Mr. Donald E. Milburn, as Routeman, at a salary rate of \$350.00 per month, effective August 29, 1960. (Minutes, May 16, 1960.)
21. Mrs. Elsie D. Pohlmann, as Health Service Nurse, at a salary rate of \$258.75 per month (three-fourths time and salary), effective October 17, 1960. (Minutes, September 19, 1960.)
22. Mrs. Ila M. Quillman, as Physical Therapy Aide, at a salary rate of \$225.00 per month, effective September 12, 1960. (Minutes, May 16, 1960.)
23. Mrs. Mary O. Reid, as Janitress, at a salary rate of \$240.00 per month, effective August 25, 1960. (Board Report, August 8, 1960, III-G-3.)
24. Mrs. Sarah S. Reum, as Janitress, at a salary rate of \$240.00 per month, effective August 15, 1960. (Board Report, August 8, 1960, III-G-3.)
25. Mrs. Frances Sylvester, as Janitress, at a salary rate of \$240.00 per month, effective August 22, 1960. (Board Report, August 8, 1960, III-G-3.)
26. Mr. Joseph T. Thornton, as Kitchen Laborer, at a salary rate of \$235.00 per month, effective September 8, 1960. (Board Report, August 8, 1960, III-G-3.)
27. Mr. Charles Albert Weinberger, as Janitor, at a salary rate of \$330.00 per month, effective August 15, 1960. (Board Report, August 8, 1960, III-G-3.)

J. Request for New Positions

1. Approval of a one-half time Clerk Stenographer II position is requested for the Foreign Language Department. This will increase the present clerical position assigned to the Department to full-time. The additional one-half time position is needed because of a 65 percent increase in students enrolled in the Department and because necessary class materials and examinations which must be duplicated cannot be done by the Duplicating Service as is the case with other departments.
2. Approval is requested for a full-time filing clerk position for the offices of the President, the Administrative Assistant to the President, and Conference Planning. Because of the large amount of mail coming in regularly to these offices, we find in trying to keep up with regular work and correspondence that we have been having to spend a good many hours overtime in keeping the filing up to date. After studying this situation for some time, it would seem that we could well use a girl for filing and to help with information and the telephones in the outer office. I recommend that this be approved and that an adequately prepared person be appointed at a date as soon as possible.

IV. THE ORGANIZATION

A. Program for Talented Youth

1. For four years we have been doing some special experimental work on the talented youth beginning in the fifth grade. Each year we continue the old group and start a new one. As a result we now have a number of groups going in the elementary school, the junior high school grades, and the first year of high school. Most of this work is carried out by staff members dedicated to a special interest in the talented youth on an over-time basis for which they are obviously not paid. During the past two years, we have released three staff members for one-half to two-thirds of their time of summer teaching to take care of the additional work necessary in this very important study.

At the present time we are seeking foundation funds to help us pursue this program and need to name a coordinator. Dr. Theodore Sands of the Department of Social Sciences has taken the lead in this work during the past four years and we would like to give him the title of Coordinator of the Study of Talented Youth, with only one-half time teaching load in his department. One of the greatest needs in education in my opinion is to strengthen the work that we can do for the talented students and to challenge them. Many times these are the pupils who are unchallenged and do not go into college work and are under-achievers in both high school and college. I feel sure that we are making some real headway in this area and have already published some material which has brought us a good deal of praise through the state. This does not necessitate a new position although one-half time of one of the nine persons being requested for next February would pick up the one-half time assignment which Dr. Sands would be dropping in his department.

V. THE CURRICULUM

A. Sixth Year and Doctoral Programs

1. As has been mentioned in recent Board reports, Illinois State Normal University through a number of committees, is working on a sixth-year program in educational administration and in guidance and counseling to begin September 1961. It is also working toward some doctoral programs to begin in September 1962, under the general direction of Dr. C. W. Sorensen, the Dean of the Graduate School.

B. Request for the Use of a Bus for Academic Work outside the State

1. From March 22 to April 3, 1961, we should like to arrange for the annual Marine Biology Trip to Florida for students who are majoring in Elementary Education and in Biological Science. Students receive regular credit for this and are accompanied by two instructors. They are charged fees adequate to pay for the cost of the transportation so there is no cost to the University. Students register in the course and have prescribed work and take examinations, and earn one semester hour of credit for the course. We sincerely hope that the Teachers College Board will approve the use of one of our buses for this purpose.
2. From June 24 to August 7, 1961, we should like to inaugurate a new type of field study course. We have made arrangements to center at the University of Utah for four weeks. The trip would total 4500 miles, approximately, and students would be charged fees adequate to pay for the cost of transportation so that there would be no cost to the University. It is desirable to travel in one of our own buses since a number of trips will be taken from the University of Utah into the field. Having our own privately operated bus will make it possible to operate more conveniently for these purposes. Students will study for one week on our campus, take one week in transit, live in University dormitories at the University of Utah for four weeks, use one week in transit to return to Normal, and have a final week of class activities and examinations on our campus. This is a new type of venture and so far as we know has not been attempted in any other school. We should add that the University of Utah is most interested in this academic venture and has so stated in its correspondence with us. We think it has a good deal of merit and that it will be successful. We sincerely hope that the Teachers College Board will approve the use of one of our buses for this purpose.

It is important to point out that the bus used on each of these occasions will be during the Easter holidays and the summer school when we do not have the need for buses that we do at other times of the year.

VIII. BUILDINGS AND GROUNDS

A. Dedication of Hayden Auditorium

Hayden Auditorium was dedicated on October 12. A large group was present for the occasion to honor Miss A. Wezette Hayden.

B. Dedication of Hamilton and Whitten Halls

The dedication of the new residence halls will take place at 10:30 Saturday morning, November 5 (which is our Dad's Day). We are having a brief ceremony of only one-half hour and then a buffet luncheon.

The new halls are still incomplete in a number of areas and the work seems to have slowed down considerably since the girls moved in. Nonetheless we do have them all in and, as of the previous week, there was a girl in each of the 812 beds (although I should modify this to state that we still have a few of them living in the infirmary because part of the first floor is still being used by the contractor.)

IX. MISCELLANEOUS

A. High Academic Ranking of our 1960 Freshmen

1. It is interesting to note that this year 61.7 percent of our incoming

freshmen ranked in the top one-third of their high school classes. This is an increase of three percent over last year's incoming freshman class. Only 4.1 percent of this year's freshmen come from the lowest one-third of their high school class, and with one exception these were all admitted by examination. This is an improvement of .4 percent, as last year 4.5 percent ranked in the lowest one-third. We feel that this type of scholarship is vital to better quality in teacher education and that it does pay dividends not only because we have very favorable comments concerning many of our recent graduates but also because our drop-outs due to failures have been declining.

B. Purchases

1. Advertised bids were received on one battery operated DU Spectrophotometer and accessories for Research Project No. 60-0.

Chicago Apparatus Company Chicago, Illinois	\$2,489.00
Fisher Scientific Company Chicago, Illinois	2,489.00
Arthur S. LaPine Chicago, Illinois	2,489.00
E. H. Sargent and Company Chicago, Illinois	2,489.00
Schaar and Company Chicago, Illinois	2,489.00
Scientific Glass Apparatus Co. Elk Grove Village, Illinois	2,489.00
Wilkens-Anderson Chicago, Illinois (Alternate, Cat. No. 84525, Model SP 500)	2,760.00

Recommendation: Since all bids, with the exception of one, were identical, we recommend that bids be drawn by lot from in-state bidders, in compliance with Board rules. Payable from Equipment, Income Fund.

2. Advertised bids were received on a one-year lease agreement for one F-560 Gas Tractor, one 1-460 Gas Tractor, one Backfill Blade, one #50 Power Loader, one #412 14-inch Plow, and one #37 14-foot Disc, for the University Farm.

International Harvester Company Bloomington, Illinois	\$1,726.04
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Recommendation: We recommend the acceptance of the bid of International Harvester Company of Bloomington, Illinois, in the amount of \$1,726.04. Payable from Contractual, Income Fund.

3. Advertised bids were received on 17 Standard Royal Typewriters to replace existing Royal typewriters in the Business Education Department.

Paxton Typewriter Company Bloomington, Illinois	Total Cost	\$3,060.00
	Total Trade-in Value	820.00
	Net Total	\$2,240.00

Royal McBee Corporation	Total Cost	\$3,060.00
Springfield, Illinois	Total Trade-in Value	<u>810.00</u>
	Net Total	\$2,250.00
Peoria Typewriter Company	Total Cost	\$3,060.00
Peoria, Illinois	Total Trade-in Value	<u>680.00</u>
	Net Total	\$2,380.00

Recommendation: We recommend the acceptance of the bid from the Paxton Typewriter Company of Bloomington, Illinois, in the amount of \$3,060.00, payable from Equipment, General Revenue Fund. We have decided to retain the trade-in machines and use them in other departments rather than purchase new machines in these areas. The departments, receiving these used typewriters, will reimburse the Business Education Department.

Robert G. Bone
President

REPORT OF
NORTHERN ILLINOIS UNIVERSITY

October 31, 1960

I. STUDENTS

Per capita cost for 1959-1960

This includes on-campus graduate and undergraduate students based on full-time equivalent of 16 semester hours or 32 semester hours per year:

Summer Session, 1959	26,155	Semester Hours
Autumn Semester, 1959-1960	81,930	" "
Spring Semester, 1960.	75,214	" "
Extension Classes.	<u>4,773</u>	" "

Total 188,072 Semester Hours

188,072 ÷ 32 semester hours = 5,887 equivalent full-time students.

Total Expenditures	Full-time Student Equivalent	Per Capita Cost
\$4,510,879.80 *	5,877	\$767.51

This is divided between graduate and undergraduate students:

Graduate students	\$ 559,349.12
Undergraduate students.	<u>3,951,530.68</u>
Total	\$4,510,879.80

* Does not include permanent improvements, auxiliary enterprises, major repairs or minor non-recurring purchases of equipment, awards and grants, or refunds.

Following is the enrollment for the autumn semester, 1960-1961:

Enrollment, Autumn Semester
1960-1961

Resident*	Men	Women	Total	Total One Year Ago - 1959-1960
Undergraduates - full-time				
Unclassified **	12	4	16	13
Post Graduates	--	2	2	1
Seniors	389	331	720	702
Juniors	500	406	906	881
Sophomores	558	545	1103	1080
Freshmen	<u>1048</u>	<u>1439</u>	<u>2487</u>	<u>2065</u>
Total full-time undergraduates	2507	2727	5234	4742
Undergraduates - part-time				
Unclassified **	28	42	70	63
Postgraduates	5	10	15	16
Seniors	33	88	121	93
Juniors	24	105	129	76
Sophomores	13	41	54	52
Freshmen	<u>50</u>	<u>74</u>	<u>124</u>	<u>83</u>
Total part-time undergraduates	<u>153</u>	<u>360</u>	<u>513</u>	<u>383</u>
Total undergraduates	2660	3087	5747	5125

Graduate Students

Full-time	136	15	151	108
Part-time	<u>827</u>	<u>317</u>	<u>1144</u>	<u>897</u>
Total Graduate Students	<u>963</u>	<u>332</u>	<u>1295</u>	<u>987</u>
TOTAL RESIDENT STUDENTS	3623	3419	7042	6112

University Schools (Northern Illinois Elementary and Junior High School)

	<u>Boys</u>	<u>Girls</u>	<u>Total</u>	<u>Total One Year Ago</u>
Elementary School	154	165	319	305
Junior High School	<u>123</u>	<u>98</u>	<u>221</u>	<u>241</u>
Total	277	263	540	546

Evening School (figures included in resident totals above)

	<u>Undergrads-</u>	<u>Graduates</u>	<u>Total</u>	<u>Total One Year Ago</u>
Full-time evening only	9	38	47	
Part-time evening only	<u>439</u>	<u>1071</u>	<u>1510</u>	
Total	448	1109	1557	1220

Day students with evening classes

1743	92	1835	1722
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* Figures include resident courses not carried by IBM: Education 412, Lorado Taft Field Campus; Education 435, Lorado Taft Field Campus; History 310, Lorado Taft Field Campus; Mathematics 402, National Science Foundation.

** Apparently transient students who have not presented previous records from other schools for evaluation toward a degree from Northern. Designation first used in 1956, summer session.

Full-time Equivalent on Basis of 16 Semester Hours per Student

Resident	Men		Women		Total		Total
	Indivi- duals	Full-time equivalent	Indivi- duals	Full-time equivalent	Indivi- duals	Full-time equivalent	Equivalent 1959-1960
Undergrads	2660	2543.4	3087	2802.4	5747	5345.8	4822.4
Graduates	<u>963</u>	<u>312.06</u>	<u>322</u>	<u>79.185</u>	<u>1295</u>	<u>391.245</u>	<u>298.2</u>
TOTAL	3623	2855.46	3419	2881.585	7042	5737.045	5120.6

Extension *

Undergrads	30	5.37	258	46.31	288	51.68	69.6
Graduates	<u>172</u>	<u>29.06</u>	<u>91</u>	<u>17.06</u>	<u>263</u>	<u>46.12</u>	<u>45.2</u>
TOTAL	202	34.43	349	63.37	551	97.80	114.8
GRAND TOTAL	3825	2889.89	3768	2944.955	7593	5834.845	5235.4

Fee Payment - ResidentAutumn Semester 1960-19611959-1960

Number of students who paid full fees	5385	4850
Number of students who paid part fees	<u>1651</u>	<u>1262</u>
TOTAL	7042	6112

* These figures are tentative counts only.

SCHOLARSHIPS - RESIDENTS ONLY

	<u>Men</u>	<u>Women</u>	<u>Total</u>	<u>Total One Year Ago</u>
<u>High School Scholarships</u>				
Undergraduates	432	1465	1897	-
Graduates	<u>4</u>	<u>-</u>	<u>4</u>	-
Total	436	1465	1901	1748

	Men	Women	Total	Total One Year Ago
<u>Illinois State Scholarships</u>				
Undergraduates	38	60	98	
<u>Legislative Scholarships</u>				
Undergraduates	33	42	75	
Graduates	-	<u>2</u>	<u>2</u>	
Total	<u>33</u>	<u>44</u>	<u>77</u>	
<u>Veteran State Scholarships</u>				
Undergraduates	248	1	249	
Graduates	<u>364</u>	<u>1</u>	<u>365</u>	
Total	<u>612</u>	<u>2</u>	<u>614</u>	503
TOTAL ALL SCHOLARSHIPS	1119	1571	2690	2251

* Extension Enrollment - Autumn Semester, 1960-1961

Course	Location	Men	Women	Total
Education 500	Aurora	33	31	64
Education 430	Barrington	8	9	17
Education 435	Belvidere	3	17	20
Education 430	Cambridge	2	18	20
History 536	Cicero	10	10	20
Philosophy 350	Cicero	15	5	20
Nursing Educ. 300	Dixon	-	25	25
Art 303	Freeport	3	13	16
Education 437	Freeport	6	20	26
Industrial Arts 488	Freeport	8	6	14
Education 556-603	Joliet	17	8	25
Social Science 283	Joliet	-	29	29
Education 325	Lombard	7	31	38
Social Science 240	Lombard	1	26	27
Business Adm. 490	Maywood	26	--	26
Business Adm. 546	Maywood	27	--	27
Speech 319E	Morris	--	17	17
Education 310	Rockford	4	19	23
Physical Education 632M	Rockford	13	1	14
Education 310	Sterling	2	18	20
Education 460	Wheaton	17	26	43
Art 303	Woodstock	<u>--</u>	<u>20</u>	<u>20</u>
Total		202	349	551

*These figures tentative

Following is the summary of graduates at the close of the summer session, August, 1960.

Undergraduate College

Bachelor of Science in Education degrees conferred June, 1960	436	
Bachelor of Science in Education degrees, August, 1960	<u>78</u>	
Total - Bachelor of Science in Education degrees, 1960		514
Bachelor of Science degrees conferred June, 1960	214	
Bachelor of Science degrees, August, 1960	<u>39</u>	
Total - Bachelor of Science degrees, 1960		253
Bachelor of Arts degrees conferred June, 1960	44	
Bachelor of Arts degrees, August, 1960	<u>3</u>	
Total - Bachelor of Arts degrees, 1960		<u>47</u>
TOTAL - UNDERGRADUATE DEGREES AWARDED 1960		814

Graduate College

Master of Science in Education degrees conferred June, 1960	32	
Master of Science in Education, August, 1960	112	
Master of Science degrees conferred, June, 1960	2	
Master of Science, August, 1960	3	
Master of Arts degrees conferred June, 1960	1	
Master of Arts, August, 1960	<u>8</u>	
TOTAL - GRADUATE DEGREES AWARDED, 1960		<u>158</u>
Total - Graduate and Undergraduate Degrees Awarded, 1960		972

II. FACULTY

1. Payment of Substitutes - University School

The following were employed as substitutes at the standard rate:

September 22: Mrs. Doris Ludeman for Mrs. Catherine Carter who was ill.
" Mrs. Florence Rush for Mr. Arnold Slan - religious holiday.
September 29: $\frac{1}{2}$ day - Mrs. Doris Ludeman for Miss Helen McNamara -
illness of mother.
October 4-5: Mrs. Norma Oberlin for Mrs. Edra Lipscomb who was ill.
October 3 - 7: Mrs. Doris Ludeman for Miss Helen McNamara whose mother
was ill.

2. Permission for out-of-state travel - use of university car

Permission for Dr. J. Norman Parmer and five members of the Department of History of which Dr. Parmer is head, to attend the American Historical Association meeting in New York City from December 26-30. By driving, the cost can be greatly reduced, enabling six persons to attend the meeting instead of one. In addition to promoting the professional standing of each member, the department hopes to recruit new staff for the coming academic year.

3. Change of Status

Dr. Alton S. Donnelly, assistant professor, Department of History, at a salary of \$6660 for nine months. (See April, 1960 board report.)
Dr. Donnelly has been awarded the Ph. D. degree.

Mr. Donald P. Doyle, instructor, Department of Speech, at a salary of \$5940 for nine months. (See June, 1960 board report.) Mr. Doyle has been awarded the master's degree.

Dr. James H. Grosklags, assistant professor, Department of Biological Sciences, from temporary to regular status, upon receipt of his doctorate.

Mr. Donald R. Hammerman, assistant professor, Lorado Taft Field Campus, from program director to assistant director, Lorado Taft Field Campus.

Dr. Nye L. LaBaw, associate professor, Department of Physical Education for Men, at a salary of \$8550 for 9½ months beginning September 1. (See June, 1960 board report.) Mr. LaBaw has been awarded the doctorate.

Miss Mary McClelland, counsellor, assistant professor, to Mrs. Mary Engle.

Miss Sandra Madigan, instructor, Department of English, to Mrs. Sandra Naiman.

Dr. LaVern A. Walther, associate professor, Department of Library Science, to acting head, Department of Library Science.

4. Leave of Absence

Dr. Mabel Brantley, associate professor, Department of Education, leave of absence without salary for the academic year 1960-1961 to continue work in teacher education for the International Cooperation Administration in Afghanistan.

5. New Degrees

Mr. Murray Deutsch, assistant professor, Department of Education, Ed. D., Teachers College, Columbia University.

Mr. Alton S. Donnelly, assistant professor, Department of History, Ph. D., University of California, Berkeley.

Mr. Melvyn Dubofsky, assistant professor, Department of History, Ph. D., University of Rochester.

Mr. James H. Grosklags, assistant professor, Department of Biological Sciences, Ph. D., University of Wisconsin.

Mr. Nye L. LaBaw, associate professor, Department of Physical Education for Men, Ed. D., Michigan State University.

Miss Mary B. Swynehardt, assistant professor, University Elementary School, Ed. D., University of Colorado.

Mr. Michael L. Thompson, assistant professor, Department of Education, Ed. D., University of Arkansas.

6. Resignations

Dr. John S. Benben, professor, Department of Education, effective August 12, 1960, to accept a position in New York University.

Dr. Merlin D. Gustafson, assistant professor, Department of Social Sciences, effective June, 1960, to accept a position at Kansas State University.

7. New Appointments - Positions Previously Approved by the Board

Mr. Ronald L. Kowalke, instructor, Department of Art, at a salary of \$5400 for nine months beginning in September. Mr. Kowalke has his bachelor's degree from Rockford College and his master's degree from Cranbrook Academy of Art. This is a temporary appointment.

Mr. David O. Lane, instructor, University Library, at a salary of \$5940 for nine months beginning in September. Mr. Lane received his bachelor's and master's degrees from the University of Michigan and comes to Northern from a position in the University of Michigan library.

Mr. Gentry W. Lovett, instructor, Department of Speech, at a salary of \$5580 for nine months, beginning in September. He earned his bachelor's degree at Indiana University and his master's degree at Northern. Mr. Lovett has had successful teaching experience in New Jersey. This is a temporary appointment.

Mr. Robert H. Lynch, faculty assistant, Department of Physics, at a salary of \$5400 for nine months beginning in September. Mr. Lynch received his bachelor's degree from the State University of Iowa where he is working toward his doctorate. This is a temporary appointment.

Mrs. Nancy B. Pillon, instructor, Department of Library Science, at a salary of \$6300 for nine months beginning in September. Mrs. Pillon received her bachelor's degree from Western Kentucky State Teachers College and her master's degree from the University of Kentucky. She has had successful teaching experience in the Kentucky elementary and high schools and comes to Northern from a position as librarian at the Breathitt County High School, Jackson, Kentucky.

Mr. Robert N. Rhinberger, faculty assistant, Department of Physical Education for Men, at a salary of \$5220 for nine months beginning in September. Mr. Rhinberger earned his bachelor's degree from Western Illinois University and is completing his master's degree at Ball State Teachers College. He comes to Northern from a position in the Fowler, Illinois schools. This is a temporary appointment.

Mrs. Lucy E. Stromsvold, instructor, University Library, at a salary of \$5440 for eight months beginning in October. Mrs. Stromsvold has her bachelor's degree from Moravian College, Bethlehem, Pennsylvania and bachelor of library science degree from the University of Minnesota.

She comes to Northern with fifteen years' experience in the libraries of Illinois and Minnesota.

Mr. James A. Tamte, assistant professor, Counseling, at a salary of \$7200 for nine months beginning in September. Mr. Tamte has his bachelor's degree from the University of Minnesota and his master's degree from Northwestern University. He comes to Northern from a position as counselor at the University of Denver.

8. Replacements

Dr. Gordon W. Bird, associate professor, Department of Music, at a salary of \$8820 for nine months beginning in September, replacing Dr. Merton Utgaard who resigned. Dr. Bird earned his bachelor's degree at Drake University, his master's degree at Northwestern University and his doctor's degree at Teachers College, Columbia University. He has had teaching experience in Iowa and comes to Northern from a position in industry.

Mrs. Patricia D. Canon, instructor, University School, at a salary of \$6660 for nine months beginning in September, replacing Mr. Robert Weirick who resigned. Mrs. Canon has her bachelor's degree from Oklahoma A and M College and her master's degree from Northern. She has taught at Northern previously.

Dr. Ruth Ellis, associate professor, Department of Education, at a salary of \$8100 for nine months beginning in September, replacing Dr. S. Alexander Rippa who resigned. Dr. Ellis comes to Northern from a position at Idaho State College with twelve years' teaching experience. She has her bachelor's degree from Brooklyn College and her doctor's degree from Stanford University.

Dr. Zygmunt J. Gasiorowski, associate professor, Department of History, at a salary of \$8280 for nine months beginning in September, replacing Mr. William Putnam who resigned. Dr. Gasiorowski has his bachelor's degree from the University of London, his master's and doctor's degrees from the University of California, Berkeley. He comes to Northern with twelve years' teaching experience from a position with the Social Science Research Council. This is a temporary appointment.

Dr. Ella M. Hanawalt, professor, Department of Education at a salary of \$3960 for four and one-half months beginning in September, replacing Dr. John Benben for the autumn semester. Dr. Hanawalt will serve in the Department of Psychology for the spring semester (see June, 1960 board report.) She has her bachelor's, master's and doctor's degrees from the University of Michigan and has taught at Northern previously. This is a temporary appointment.

Mr. Frank J. Harnish, assistant professor, Department of Speech, at a salary of \$7380 for nine months beginning in September, replacing Miss Lila Lewis who resigned. Mr. Harnish received his bachelor's degree from Wayne State Teachers College, his master's degree from the University of South Dakota and comes to Northern from a position at Western Illinois University.

Mr. Donald R. Herrick, assistant professor, Department of Mathematics, at a salary of \$7740 for nine months beginning in September, replacing Mr. Frederick W. Terry who resigned. Mr. Herrick has his bachelor's and master's degrees from the University of Illinois. He comes to Northern from a position in the LaSalle-Peru High School.

Mr. Paul Hersey, instructor, Department of Business Administration, at a salary of \$6660 for nine months beginning in September, replacing Mr. Ronald Patten who resigned. Mr. Hersey earned his bachelor's degree at Seton Hall University, South Orange, New Jersey, and his master's degree at the University of Chicago. He comes to Northern from a position in industry.

Dr. Ralph R. Ireland, professor, Department of Social Sciences, at a salary of \$9360 for nine months beginning in September, replacing Dr. Thomas Eliot who was a temporary appointment. Dr. Ireland comes to Northern with five years' teaching experience, with his bachelor's and master's degrees from the University of Toronto, Canada and his doctor's from the University of Chicago. This is a temporary appointment.

Dr. George P. Jan, assistant professor, Department of Social Sciences, beginning February 1, 1961 at a salary of \$3150 for four and one-half months, replacing Dr. Frederick G. Kent who will be on leave of absence. Dr. Jan earned his bachelor's degree in China, his master's degree at Southern Illinois University and his doctor's degree at New York University. He comes to Northern with six years' teaching experience. This is a temporary appointment.

Dr. Julia Kilpatrick, professor, Department of Home Economics, at a salary of \$8460 for nine months beginning in September, replacing Dr. Marie Bennett who resigned. Dr. Kilpatrick has her bachelor's degree from the University of Missouri, her master's degree from Iowa State University and her doctor's degree from Pennsylvania State University. She comes to Northern from a position at Eastern Illinois University.

Miss Doreen B. Kurr, faculty assistant, Department of Music, at a salary of \$5400 for nine months beginning in September, replacing Dr. Marietta Sedlock who resigned. Miss Kurr earned her bachelor's degree from Brigham Young University and has an artist's diploma from the Royal Conservatory, Toronto, Canada.

Mrs. Mary A. Kuhn, instructor, University Junior High School, at a salary of \$6120 for nine months beginning in September, replacing Miss Agnes Sinniger who resigned. Mrs. Kuhn taught at Northern previously. She received her bachelor's degree from Oneonta State Teachers College, New York, and her master's degree from Cornell University. This is a temporary appointment.

Dr. Henry J. Merry, associate professor, Department of Social Sciences, at a salary of \$7200 for nine months beginning in September, replacing Dr. Merlin Gustafson who resigned. Dr. Merry has his bachelor's and bachelor of law degrees from the University of Michigan, his master of law degree from Harvard University, his master's degree from American University, Washington, D. C., and his doctor's degree from the University of London. He comes to Northern from a position with the Library of Congress. This is a temporary appointment.

Dr. Frank B. Miller, professor, Department of Education, at a salary of \$7920 for nine months beginning in September, replacing Dr. Mabel Brantley who is on leave of absence. Dr. Miller received his bachelor's and master's degrees from the University of Akron and his doctor's degree from the University of Kentucky. He comes to Northern from a position at the University of Arizona. This is a temporary appointment.

Dr. Sidney Mittler, professor, Department of Biological Sciences, at a salary of \$9360 for nine months beginning in September, replacing Dr. Alby Sharknas who was a temporary appointment. Dr. Mittler has his bachelor's and master's degrees from Wayne University, Detroit, and his doctor's degree from the University of Michigan. He comes to Northern from a position at the Illinois Institute of Technology.

Mr. Robert H. Moore, faculty assistant, Regional Services, replacing Dr. Robert Esmond who resigned, at a salary of \$6380 for eleven months beginning in September. Mr. Moore has his bachelor's degree from Ball State Teachers College, Muncie, Indiana. Mr. Moore has had newspaper work and radio experience and comes to Northern from a position with the Wabash Valley Broadcasting Corporation, Terre Haute, Indiana.

Dr. Marvin Powell, professor, Department of Education, at a salary of \$4500 for four and one-half months beginning February 1, 1961, replacing Dr. John Benben who resigned. Dr. Powell received his bachelor's, master's, and doctor's degrees from Syracuse University. He comes to Northern from a position at Western Reserve University.

Mr. Shelvin Singer, assistant professor, Department of Business Administration, at a salary of \$6480 for nine months beginning in September, replacing temporary, part-time people. Mr. Singer has his bachelor's degree from Northern, his master's degree from the University of Illinois and his law degree from DePaul University.

Miss L. Arlene Sitler, instructor, resident advisor, Neptune Hall East, at a salary of \$5510 plus maintenance, replacing Miss Olivia Hansen, for a period of 9½ months beginning September 1. Miss Sitler has her bachelor's degree from Goshen College, Indiana and her master's degree from Columbia University. She has had varied experience in personnel work.

Dr. Pairlee Stinson, assistant professor, Department of Mathematics, at a salary of \$6840 for nine months beginning in September, replacing Mrs. Helen B. Wells who was a temporary appointment. Dr. Stinson comes to Northern from a position at Washington University, St. Louis. She has her bachelor's degree from the University of California, her master's and doctor's degrees at Oklahoma State University. This is a temporary appointment.

Mr. Edward F. Syrek, assistant professor, Department of Art, at a salary of \$6120 for nine months beginning in September, replacing Dr. Robert E. Day who resigned. Mr. Syrek earned his bachelor's degree at the University of Miami, his master's and master of fine arts at the University of Wisconsin. This is a temporary appointment.

Mr. Anthony Vlahantones, instructor, Department of Art, at a salary of \$6660 for nine months beginning in September, replacing Mr. William Haendel who is on leave of absence. Mr. Vlahantones received his bachelor's degree from Wayne State University and his master's degree from Cranbrook Academy of Art, Bloomfield Hills, Michigan. He comes to Northern with three years' teaching experience.

Dr. Wallace J. Wheeler, associate professor, Department of Education, at a salary of \$8100 for nine months beginning in September, replacing Dr. Frances P. Miller who resigned. Dr. Wheeler earned his bachelor's degree at Wisconsin State College, his master's and doctor's degrees at Northwestern University. He comes to Northern from a position with the Waukegan public schools.

Mrs. Mildred J. Winn, instructor, University Elementary School, at a salary of \$6120 for nine months beginning in September, replacing temporary, part-time people. Mrs. Winn holds her bachelor's degree from Milwaukee Teachers College and her master's degree from Northern. She has taught at Northern previously. This is a temporary appointment.

Miss Barbara J. Waters, instructor, Department of Home Economics, at a salary of \$6120 for nine months beginning in September, replacing Mrs. Jean Lindbergh who resigned. Miss Waters earned her bachelor's degree at Skidmore College and her master's degree at Cornell University. She is serving as assistant at Adams Hall at no additional salary except maintenance.

Miss Nancy A. Young, instructor, University Elementary School, at a salary of \$5940 for nine months beginning in September, replacing part-time, temporary appointments. Miss Young has her bachelor's degree and master's degree from Southern Illinois University. She comes to Northern from a position at Augustana College, South Dakota.

9. Temporary, Part-time Appointments, Previously Approved by the Board

The following faculty members were employed to serve on a temporary, part-time basis for the period indicated in each case, to be continued for the spring semester if the need arises:

Department of Business Administration

Mr. Louis E. Bauer, instructor, at a salary of \$595 for 4½ months beginning in September. Mr. Bauer earned his bachelor's degree at Cornell College, Mt. Vernon, Iowa, and his master's degree at Northwestern University. He has taught previously at Northern.

Dr. Ralph E. Bowermaster, professor, at a salary of \$318.75 for 4½ months, beginning in September. Dr. Bowermaster has his bachelor's, master's and doctor's degrees from Northwestern University and has taught previously at Northern.

Mr. John S. Koach, faculty assistant, at a salary of \$595 for 4½ months beginning in September. Mr. Koach earned his bachelor's degree at Northwestern University and has taught at Northern previously.

Dr. Bernard R. Oosting, professor, at a salary of \$318.75 for 4½ months beginning in September. Dr. Oosting earned his bachelor's degree at Michigan State University, his master's and doctor's degrees at Northwestern University. He has taught at Northern previously.

Mr. Gerald O. Wine, instructor, at a salary of \$595 for 4½ months beginning in September. Mr. Wine earned his bachelor's and master's degrees at Western Illinois University and is currently employed in the Rochelle, Illinois school system.

Department of English

Mrs. Elizabeth B. Bischof, instructor, at a salary of \$1360 for 4½ months replacing Dr. William Seat who is on leave of absence. Mrs. Bischof has her bachelor's degree from Lawrence College and her master's degree from Southern Illinois University. She has taught at Northern previously.

Mrs. Mary G. Gray, instructor, at a salary of \$1360 for 4½ months beginning in September. Mrs. Gray has her bachelor's and master's degrees from the University of Connecticut and has taught at Syracuse University and Flint Junior Community College.

Mrs. Marjorie K. Winters, instructor, at a salary of \$1360, partially replacing Dr. William Seat who is on leave of absence and teaching an additional class created by the increased enrollment. Mrs. Winters has her bachelor's and master's degrees from Northern and has taught here previously.

Department of Foreign Languages

Mrs. Ruth Tsotsis, instructor, at a salary of \$2040 for 4½ months beginning in September. She has her bachelor's degree from the University of Mexico and her master's degree from Teachers College, Columbia University. Mrs. Tsotsis has taught at Northern previously.

Mrs. Maria E. Vazquez, faculty assistant, at a salary of \$680 for 4½ months beginning in September. Mrs. Vazquez has her bachelor's degree from Buenos Aires and has done part-time teaching at the University of Minnesota.

Department of Journalism

Mr. Robert L. Baker, instructor, at a salary of \$1615 for 4½ months beginning in September. Mr. Baker received his bachelor's degree from

Purdue University, his master's degree from Northwestern University and has taught at the University of Chicago and the Illinois Institute of Technology.

University School Library

Mrs. Jane E. Kiple, instructor, at a salary of \$3060 for 9 months beginning in September. Mrs. Kiple has her bachelor's degree from Upper Iowa University and her master's degree from Northern. She has had experience in the schools of Iowa and Illinois and has served previously at Northern.

Department of Mathematics

Mrs. Helen B. Wells, instructor, at a salary of \$2304 for 4½ months beginning in September, replacing Dr. Beatrice Merkhofer who resigned. Mrs. Wells earned her bachelor's degree from Indiana State Teachers College and her master's degree from the University of Michigan. She has taught previously at Northern.

Department of Physics

Dr. William C. Davidon, associate professor, at a salary of \$945 for 4½ months beginning in September, partially replacing Dr. Mazhar Hasan who resigned. Dr. Davidon has his bachelor's, master's, and doctor's degrees from the University of Chicago and is currently employed at the Argonne National Laboratory.

Dr. Akihiko Yokosawa, associate professor, at a salary of \$945 for 4½ months beginning in September, partially replacing Dr. Mazhar Hasan who resigned. Dr. Yokosawa has his bachelor's degree from Tohoku University, Japan, his master's degree from the University of Cincinnati, and his doctor's degree from Ohio State University. He is currently employed at the Argonne National Laboratory.

Department of Social Sciences

Mr. Robert A. Bowers, instructor, at a salary of \$560 for 4 months beginning in October, partially replacing Dr. John Lloyd who is on leave of absence. Mr. Bowers has his bachelor's degree from Illinois State Normal University and his master's degree from the University of Illinois. He is currently employed in the DeKalb public schools.

Mr. Edward R. Searby, instructor, at a salary of \$560 for 4 months beginning in October, partially replacing Dr. John Lloyd who is on leave of absence. Mr. Searby has his bachelor's degree from Purdue University and his master's degree from Indiana University. He has taught at Northern previously.

Mr. Searby is also teaching part-time in the Department of Mathematics, partially replacing Dr. Beatrice Merkhofer who resigned, for a period of 4½ months at a salary of \$595 beginning in September.

10. Temporary, part-time appointments, previously approved by the Advisory Committee

The following faculty members were employed to serve on a temporary part-time basis for the periods indicated in each case, to be continued for the spring semester if the need arises:

<u>Name</u>	<u>Department</u>	<u>Period</u>	<u>Salary</u>
Dayton, Mrs. Marie	Phys. Educ. for Women	4½ months	\$680
Hilsabeck, Charles B.	History	4½ "	595
Meyers, Charles R.	History	4½ "	595
Poor, Mrs. Mary L.	Music	4 "	800
Wagner, David L.	History	4½ "	595

11. Appointment of Faculty and Graduate Assistants

Following is the list of faculty and graduate assistants for whom funds were approved by the board at the April, 1960 and June, 1960 meetings:

Name	Faculty Assistants Department	Salary	
		9 Months	Monthly
Bendelow, Stuart	Earth Sciences	\$ 675	\$ 75
Cook, Philip R.	Education	1350	150
Dichter, Joan F.	Biological Sciences	337.50*	75
Dickson, Richard W.	Industrial Arts	675	75
England, Floyd E.	Research	1350	150
Hamilton, Christine M.	English	675	75
Harfst, Betsy P.	English	675	75
Haseltine, Robert W.	Social Science	1350	150
Hawks, Ronald W.	Industrial Arts	675	75
Ives, Glen P.	Art	1350	150
McKeever, Richard P.	Chemistry	1350	150
Moreland, Ronald J.	Phys. Educ. for Men	675	75
North, Ronald J.	Phys. Educ. for Men	675	75
Oh, Tai K.	Extension	1350	150
Packiam, Alfred	Phys. Educ. for Women	675	75
Rumsa, James	Regional Services	1350	150
Tanner, Thomas W.	Mathematics	1350	150
Terwilliger, Marguerite	University Library	1350	150
Wessels, Henry J.	Art	337.50 *	75
Wurglitsh, Walter E.	Earth Science	675	75
<u>Graduate Assistants</u>			
Allen, Carl M.	Art	675	75
Balek, John J.	Business Education	2160	240
Bartholomew, Juul H.	Social Sciences	2160	240
Bartman, John W.	Music	1350	150
Blake, Kenneth A.	Biological Sciences	675	75
Cho, Oh Kon	Speech	1350	150
Davis, Ronald G.	Social Sciences	675	75
Doherty, Richard P.	History	1080	120
Fischer, Roger A.	History	1350	150
Fuhler, Richard H.	Business Education	675	75
Grimes, John V.	Biological Sciences	675	75
Hall, John H.	Phys. Educ. for Men	675	75
Higginbotham, Thomas M.	Phys. Educ. for Men	1350	150
Johnson, Frank	English	675 *	150
Jolly, Alexander	History	1350	150
Kallich, Harriet S.	Social Sciences	2160	240
Kotaska, John K.	Visual Education	675	75
Krug, Walter C.	Visual Education	675	75
Liska, Edward	Industrial Arts	675	75
Lukert, Michael T.	Earth Sciences	1350	150
Mc Intyre, Roger W.	Visual Education	675	75
Markham, Clarence M.	Business Administration	675	75
Olson, Charles W.	History	2160	240
Panos, Nicholas	Social Sciences	675	75
Phillopoff, Robert	Social Sciences	675	75
Reeves, Margaret R.	Education	1350	150
Roland, Paul	Speech	675 *	150
Rolston, Rodrick R.	Social Sciences	2160	240
Schiesser, Emil R.	Physics	675	75
Sherman, William	Library	1350	150
Shiles, Diana C.	Physics	675	75
Smith, Joen M.	Speech	1350	150
Swehla, David C.	Chemistry	675	75
Wolf, Emil C.	Phys. Educ. for Men	675	75
Wu, Wei-ping	History	2160	240

* 4½ months only

12. Permission to Establish Two New Positions for 1960-1961

Department of English

To provide instruction regularly for one class in extension and help to provide instruction for additional enrollment in freshman English. The increase on campus this autumn is so great that this position currently is filled on-campus by part-time people previously authorized to provide for campus needs only. Further increase rather than decline in enrollment being anticipated, we should like to have one position approved as a new one.

Department of Foreign Languages

To help provide instruction for sharply increased enrollment in French, German, and Spanish and for further development of the sequence in Latin, which is now moving into the second year. Demand for courses in these areas is such that the equivalent of more than this position currently is filled by part-time people authorized for increased enrollment by previous arrangement. Since no decline can be anticipated, we should like the position approved as new.

III. OTHER SCHOOL EMPLOYEES

Additional Civil Service Positions - Effective November 1, 1960

1 - Clerk-Typist II (Salary Range \$225-300 per month) Office of Inventory Supervisor

For the past nine months we have been using temporary clerical help to assist in inventory. One additional full-time person will be necessary in order to keep the inventory complete and acceptable to the state auditor's office and we should therefore like to have permission to change the status of this position from temporary to permanent.

1 - Clerk-Typist II (Salary Range \$225-300 per month) Admissions Office

This position is requested to assist with the increased work in the Admissions Office because of increased enrollment.

1 - Library Clerk (Salary Range \$225-300 per month) Music Library

This position is requested to assist with the greatly increased use of the music library.

1 - Cook's Helper (Negotiated rate \$210-240 per month)

Employee to be known as "relief cook's helper", to be used in all seven units of the food services. With the extremely heavy load now being carried by the food services, it is impossible to absorb extra work when one of the regular helpers is absent. Much of the cost of the additional position will be covered by the saving from over-time pay now being used. (Payable from appropriated Bond Revenue Series.)

New Employees

Joyce E. Anderson, clerk-stenographer I, Coordinator-Airborne TV, @ \$235 per month, as of 8/1, per Internal Budget. (1st six months paid from G.R., 2nd six months from Airborne TV Grant)

Frances R. Gustafson, typing clerk II, Typist Pool, @ \$142.50 per month, as of 8/1, per April Board Report. (1/2 time position)

Dorothy M. McConn, clerk-stenographer II (temporary), Vice President in charge of Instruction, @ \$1.85 per hour for 184 hours, as of 8/1, per April Board Report.

Kenneth W. Taylor, policeman, Security & Traffic, @ \$330 per month, as of 8/1, per April Board Report.

Jeannene M. Eineke, clerk-stenographer II, Coordinator-Financial Aids, @ \$280 per month, as of 8/2, to receive an increase not to exceed \$295 per month, upon supervisory recommendations at the completion of a successful probationary period, per April Board Report.

James F. Simon, purchasing assistant III, Business Services (Purchasing), @ \$550 per month, as of 8/9, to be raised to \$600 per month at the completion of the probationary period, per April Board Report, in lieu of assistant purchasing agent.

Alice J. Baker, cook, Lorado Taft Campus, @ \$225 per month, as of 9/1, per April Board Report.

Lucella F. Huey, clerk-typist II, Physical Plant, @ \$250 per month, as of 9/1, in lieu of typing clerk II, per April Board Report.

Eugene Wade, accountant I, Business Services (Accounting), @ \$475 per month, as of 9/1, in lieu of placement officer, per April Board Report.

Donald E. Bruer, supervisor of security & traffic, Security, @ \$610 per month, as of 9/2, per April Board Report.

William F. Mehlhausen, maintenance worker, Lorado Taft Campus, @ \$355 per month, as of 9/6, per April Board Report.

Rosemary H. Nelson, clerk-stenographer III, Vice President in charge of Instruction, @ \$300 per month, as of 9/6, to receive an increase not to exceed \$315 per month, upon supervisory recommendations at the completion of a successful probationary period, in lieu of clerk-stenographer II per April Board Report.

Sharon K. Grady, clerk-stenographer II, Alumni & Publicity, @ \$260 per month, as of 9/12, to receive an increase not to exceed \$270 per month, upon supervisory recommendations at the completion of a successful probationary period, per April Board Report.

Nancy S. Walsh, clerk-typist II, Business Services (Personnel), @ \$260 per month, as of 9/12, to receive an increase not to exceed \$270 per month, upon supervisory recommendations at the completion of a successful probationary period, in lieu of vacant bookkeeping machine operator II position.

Nadine Budd, typing clerk II, Typist Pool, @ \$132.50 per month, as of 9/15, per April Board Report. (1/2 time position)

Birdie V. Bertso, clerk-typist II, Placement, @ \$255 per month, as of 9/19, to receive an increase not to exceed \$270 per month, upon supervisory recommendations at the completion of a successful probationary period, per April Board Report.

Beverly J. Roselieb, clerk-stenographer II, Business Education, @ \$280 per month, as of 9/19, to receive an increase not to exceed \$295 per month, upon supervisory recommendations at the completion of a successful probationary period, per April Board Report.

Replacements

Leona M. Cadie, clerk-typist II, Veteran's Office, @ \$260 per month, as of 7/25, to receive an increase not to exceed \$270 per month, upon supervisory recommendations at the completion of a successful probationary period, replacing Alice Petersen, resigned 7/29.

Frances A. Carr, janitress (temporary), Physical Plant, @ \$240 per month, as of 8/1, replacing Lillian Peterson, on leave of absence.

Richard G. Edwards, janitor, Physical Plant, @ \$330 per month, as of 8/1, replacing Arthur Friestead, on leave of absence.

Marjorie R. Hamilton, assistant food service manager, University Food Services, @ \$520 per month, as of 8/1, replacing Helen Queenan, resigned 8/15.

Eleanor J. Hegland, clerk-stenographer II, Alumni & Publicity, @ \$305 per month, as of 8/1, replacing Marie Haendel, resigned 7/29.

Mabel A. Lenz, housekeeper, Home Economics, @ \$240 per month, as of 8/1, retroactive to 7/1, replacing Marie Smith on disability leave.

Donna M. Lucas, clerk-typist II, Registrar's Office, @ \$230 per month, as of 8/1, replacing Margaret Budrich, resigned 7/15.

Dean K. Quarnstrom, janitor, Physical Plant, @ \$330 per month, as of 8/1, replacing George Svilar, transferred.

George Svilar, groundsman, Grounds, @ \$330 per month, as of 8/1, replacing Claude Moore, transferred.

Wilbert H. Krickeberg, kitchen laborer, Food Services, @ \$275 per month, as of 8/10, replacing Michael Trainor, resigned 5/26.

Adele P. Berkes, clerk-typist II, Neptune-East, @ \$270 per month, as of 8/15, replacing Elizabeth Lytle, transferred.

Sandra L. Williams, clerk-typist II, Bio. Science - Earth Science, @ \$230 per month, as of 8/29, replacing Joan Cates, resigned 9/2.

Russell J. Shaver, groundsman, Grounds, @ \$330 per month, as of 8/22, replacing Stanley Erickson, transferred.

Pattye S. Forrester, Clerk-stenographer II, Business Administration, @ \$280 per month, as of 8/22, to receive an increase not to exceed \$295 per month, upon supervisory recommendations at the completion of a successful probationary period, replacing Joanne Matthew, resigned 8/26.

Theodore R. Bridgewater, kitchen laborer, Food Services, @ \$275 per month, as of 8/23, replacing Theodore Voight, dismissed 7/26.

Emma A. Baker, clerk-stenographer II, Physical Plant, @ \$280 per month, as of 8/24, to receive an increase not to exceed \$295 per month, upon supervisory recommendations at the completion of a successful probationary period, replacing Phyllis Nordstrom, resigned 8/26.

Marianne Johnson, clerk-stenographer II, Social Science, @ \$270 per month, as of 8/29, to receive an increase not to exceed \$280 per month, upon supervisory recommendations at the completion of a successful probationary period, replacing Lois Gardner, resigned 8/31.

Harve S. Ruth, grounds foreman, Grounds, @ \$405 per month, as of 9/1, replacing Robert Kivell, retired 8/31.

Shirley A. Johnson, clerk-stenographer II, Industrial Arts, @ \$255 per month, as of 9/1, to receive an increase not to exceed \$265 per month, upon supervisory recommendations at the completion of a successful probationary period, replacing Patricia Halverson, resigned 9/15.

Doris Z. Burch, clerk-typist II, Neptune-North, @ \$255 per month, as of 9/1, to receive an increase not to exceed \$270 per month, upon supervisory

recommendations at the completion of a successful probationary period, replacing Bernadette Keeling, resigned 8/19.

Mary L. Gillis, health service nurse, University School, @ \$360 per month, as of 9/1, replacing Josephine Fox, resigned 6/10. (employed on 10-month basis)

James A. Larson, duplicating service supervisor, Business Services (Duplicating), @ \$460 per month, as of 9/1, replacing Betty Buchan, resigned 9/16.

Richard M. Bartelt, assistant food production manager, University Food Services, @ \$395 per month, as of 9/1, replacing Lillian Lundberg, resigned 9/2, while on layoff (position reallocated)

Cecile Nichols, food service supervisor, Food Services, @ \$275 per month, as of 9/6, replacing Richard Bartelt, transferred (position reallocated)

Helen L. Moyers, food production manager, University Food Services, @ \$465 per month, as of 9/6, replacing Marjorie Hamilton, transferred.

Robert C. Owen, kitchen laborer, Food Services, @ \$275 per month, as of 9/6, replacing Cecile Nichols, transferred (position reallocated)

Reinhard S. Schundler, kitchen laborer, Food Services, @ \$275 per month, as of 9/6, replacing Arnulfo Arce, transferred.

Joshua J. Anding, janitor, Physical Plant, @ \$330 per month, as of 9/6, replacing Richard Edwards, resigned 9/2.

Geraldine F. Bethel, clerk-stenographer II, Men's P.E., @ \$265 per month, as of 9/6, to receive an increase not to exceed \$280 per month, upon supervisory recommendations at the completion of a successful probationary period, replacing Norma Smith, resigned 9/23.

Loretta M. Baden, clerk-typist II, Alumni & Publicity, @ \$260 per month, as of 9/7, to receive an increase not to exceed \$270 per month, upon supervisory recommendations at the completion of a successful probationary period, replacing Sharon Molstad, resigned 8/30.

Lois C. Teller, clerk-typist II, Registrar's Office, @ \$260 per month, as of 9/9, to receive an increase not to exceed \$270 per month, upon supervisory recommendations at the completion of a successful probationary period, replacing Mary Ellen Gerrard, resigned 9/9.

Sue Ann Clark, library clerk II, Library, @ \$255 per month, as of 9/12, to receive an increase not to exceed \$270 per month, upon supervisory recommendations at the completion of a successful probationary period, replacing Roberta Vaughan, resigned 8/12.

Josephine Jansen, library clerk III, Library, @ \$265 per month, as of 9/12, to receive an increase not to exceed \$295 per month, upon supervisory recommendations at the completion of a successful probationary period, replacing Janice Moreland, resigned 5/31.

Ruby Diehl, cook's helper (temporary), Food Services, @ \$210 per month, as of 9/13, replacing Rachel Stone who is ill.

Barbara K. Axelson, clerk-stenographer III, Alumni & Publicity, @ \$310 per month, as of 9/13, to receive an increase not to exceed \$325 per month, upon supervisory recommendations at the completion of a successful probationary period, replacing Nancy Hoey, resigned 8/12.

Judith L. Dunphy, clerk-stenographer II, Evening College, @ \$280 per month, as of 9/14, to receive an increase not to exceed \$295 per month, upon

supervisory recommendations at the completion of a successful probationary period, replacing Mary Dell Prater, resigned 8/31.

Nancy A. Widlowski, clerk-stenographer II, Home Economics, @ \$265 per month, as of 9/14, to receive an increase not to exceed \$280 per month, upon supervisory recommendations at the completion of a successful probationary period, replacing Carole Altergott, resigned 6/3.

Jillayne M. Peterson, library clerk II, Library, @ \$255 per month, as of 9/14, to receive an increase not to exceed \$270 per month, upon supervisory recommendations at the completion of a successful probationary period, replacing Muriel Olenik, resigned 8/12.

Madleain E. Whitney, cook, Food Services, @ \$225 per month, as of 9/15, replacing Margaret Sauter, demoted.

Eleanor L. Wells, clerk-stenographer II (temporary), University Food Services, @ \$270 per month, as of 9/19, replacing Beverly Swanson on leave of absence.

Nada R. Lighthart, clerk-stenographer II, Counseling, @ \$280 per month, as of 9/19, to receive an increase not to exceed \$295 per month, upon supervisory recommendations at the completion of a successful probationary period, replacing Elizabeth Decker, transferred.

Pamela A. Fagerson, clerk-typist II, Placement, @ \$255 per month, as of 9/19, to receive an increase not to exceed \$270 per month, upon supervisory recommendations at the completion of a successful probationary period, replacing Susan Thomas, transferred.

Change of Status

Yolande M. Colvin, library clerk II (temporary), Library, @ \$2.00 per hour for 100 hours, as of 7/11.

Helen A. Sloan, clerk-typist II (temporary), Student Health Service, @ \$1.55 per hour for 40 hours, as of 7/18 (called back to train replacement)

Arnulfo R. Arce, dishwasher, Food Services, from \$250 per month to \$275 per month, as of 8/1, retroactive to 7/1, per August Board Report.

Alice Baker, cook (temporary irregular), Lorado Taft Campus, @ \$1.35 per hour for 120 hours, as of 8/1.

Howard Cook, electrician, Physical Plant, from \$3.55 per hour to \$3.65 per hour, as of 8/1, retroactive to 7/21, per Dept. of Labor.

Charles F. Dugan, electrician, Physical Plant, from \$3.55 per hour to \$3.65 per hour, as of 8/1, retroactive to 7/21, per Dept. of Labor.

Armando A. Farran, dishwasher, Food Services, from \$250 per month to \$275 per month, as of 8/1, retroactive to 7/1, per August Board Report.

Frances R. Gustafson, clerk-stenographer I (temporary), Stenographic Pool, @ \$1.55 per hour for 136 hours, as of 8/1 (for hours worked in July)

Louis Harland, kitchen laborer, Food Services, from \$265 per month to \$285 per month, as of 8/1, retroactive to 7/1, per August Board Report.

Paul I. Judah, watchman (temporary irregular), Security, @ \$1.90 per hour for 176 hours, as of 8/1.

Theda M. Langley, clerk-stenographer II, Lorado Taft Campus, @ \$305 per month, to clerk-stenographer III, @ \$325 per month, as of 8/1.

Wilhelm Leininger, kitchen laborer, Food Services, from \$250 per month to \$275 per month, as of 8/1, retroactive to 7/1, per August Board Report.

Wilma W. Murray, switchboard operator (temporary irregular), Business Services, @ \$1.50 per hour for 79.5 hours, as of 8/1.

Ida J. McLean, laundry worker, Laundry, @ \$240 per month, as of 8/1, transfer from General Revenue Funds to Bond Revenue Funds (Series '50)

Elmer H. McPherson, kitchen laborer, Food Services, from \$250 per month to \$275 per month, as of 8/1, retroactive to 7/1, per August Board Report.

Samuel Naylor, dishwasher, Food Services, from \$250 per month to \$275 per month, as of 8/1, retroactive to 7/1, per August Board Report.

James E. Royalty, kitchen laborer, Food Services, from \$265 per month to \$285 per month, as of 8/1, retroactive to 7/1, per August Board Report.

Aaron O. Saari, janitor, Physical Plant, from \$330 per month to \$360 per month, as of 8/1, per union negotiations.

James B. Savage, kitchen laborer, Food Services, from \$265 per month to \$285 per month, as of 8/1, retroactive to 7/1, per August Board Report.

Robert Streeter, kitchen laborer, Food Services, from \$250 per month to \$275 per month, as of 8/1, retroactive to 7/1, per August Board Report.

Beverly J. Waite, clerk-stenographer II (temporary), Home Economics, @ \$1.75 per hour for 105 hours, as of 8/1.

Clarence W. Webb, maintenance equipment operator, Lorado Taft Campus, @ \$385 per month, to buildings & grounds supervisor, @ \$425 per month, as of 8/1.

Robert J. Wenzel, draftsman (temporary irregular), Physical Plant - Grounds, @ \$1.85 per hour for 161 hours, as of 8/1.

Ernest S. Youngren, electrician, Physical Plant, from \$3.55 per hour to \$3.65 per hour, as of 8/1, retroactive to 7/21, per Dept. of Labor.

Eugene Wade, inventory clerk (temporary), Inventory, @ \$1.90 per hour for 26 hours, as of 8/3.

John E. Higgins, watchman, Security, from \$330 per month to \$360 per month, as of 8/8, per union negotiations.

Roy W. Berkley, maintenance equipment operator, Grounds, @ \$385 per month, to grounds sub-foreman, @ \$400 per month, as of 9/1.

Harve S. Ruth, maintenance equipment operator, Grounds, @ \$385 per month, to grounds foreman, @ \$405 per month, as of 9/1.

Shirley A. Johnson, clerk-stenographer I, Stenographic Pool, @ \$245 per month, to clerk-stenographer II, Industrial Arts, @ \$255 per month, as of 9/1.

Bobbie J. Mitchell, second baker, Bakery, from \$250 per month to \$290 per month, as of 9/1, retroactive to 7/1, per August Board Report.

Bonnie LeMay, baker's helper, Bakery, from \$260 per month to \$280 per month, as of 9/1, retroactive to 7/1, per August Board Report.

Arnulfo R. Arce, dishwasher, Food Services, @ \$250 per month, to kitchen laborer, @ \$285 per month, as of 9/1, per August Board Report.

Elmer H. McPherson, kitchen laborer, Food Services, @ \$250 per month to \$285 per month, as of 9/1, per August Board Report.

Samuel Naylor, kitchen laborer, Food Services, @ \$250 per month to \$285 per month, as of 9/1, per August Board Report.

S. Pinkie Halstead, janitor crew leader, Physical Plant, @ \$385 per month, to janitor, @ \$360 per month, as of 9/1.

Paul I. Judah, watchman (temporary irregular), Security, @ \$1.90 per hour for 184 hours, as of 9/1.

Wilma W. Murray, switchboard operator (temporary irregular), Business Services, @ \$1.50 per hour for 10 hours, as of 9/1.

Robert J. Wenzel, draftsman (temporary irregular), Physical Plant - Grounds, @ \$1.85 per hour for 157 hours, as of 9/1.

Beverly L. Orman, clerk-stenographer II, Stenographic Pool, @ \$137.50 per month, as of 9/1, from temporary to 1/2 time permanent status.

Cecile Nichols, cook, Food Services, @ \$230 per month, to food service supervisor, @ \$275 per month, as of 9/6.

Martin O. Erickson, stationary fireman helper, Heating Plant, @ \$445 per month, to stationary fireman, @ \$470 per month, as of 9/13.

Beverly J. Waite, clerk-stenographer II, Stenographic Pool, @ \$152.50 per month, as of 9/14, from temporary to 1/2 time permanent status.

Clarence M. Morris, maintenance worker, Lorado Taft Campus, from \$355 per month to \$385 per month, as of 9/16, completion of probationary period.

Change of Name

Sharon O. Luxton, to Sharon O. Molstad, as of 8/16.

Ruth Anne Johnston, to Ruth Anne Osenberg, as of 9/1.

Diane L. Chilton, to Diane L. Tully, as of 9/15.

Leave of Absence

Lillian M. Peterson, janitress, Physical Plant, from 8/26 at noon to indefinite.

Marie Smith, housekeeper, Home Economics, from 9/1 to indefinite (extended)

Return from Leave of Absence

Martha Miller, clerk-typist II, Alumni & Publicity, as of 8/1.

Mary Meier, clerk-typist II, Adams Hall, as of 9/1.

Virginia Hendrickson, food production manager, University Food Services, as of 9/6.

Helen Tedford, cook, Food Services, as of 9/8.

Genevieve Whitlock, cook's helper, Food Services, as of 9/8.

Dismissal During Probationary Period

Theodore Voigt, kitchen laborer, Food Services, as of 7/26.

Retirement

Fred Homan, stationary engineer, Heating Plant, as of 8/31 (expiration of disability leave)

Robert J. Kivell, grounds foreman, Grounds, as of 8/31.

Death

Arthur F. Johnson, Supt. of Building Maintenance, as of 8/11 (while on disability leave)

Resignations

Helen Sloan, clerk-typist II (temporary), Student Health Service, as of 7/22.
Alice Petersen, clerk-typist II, Veteran's Office, as of 7/29.
Yolande Colvin, library clerk II (temporary), Library, as of 8/12.
Nancy Hoey, clerk-stenographer III, Alumni & Publicity, as of 8/12.
Muriel Olenik, library clerk II, Library, as of 8/12.
Robertta Vaughan, library clerk II, Library, as of 8/12.
Eugene Wade, inventory clerk (temporary), Inventory, as of 8/12.
Helen Queenan, assistant food service manager, University Food Services, as of 8/15.
Bernadette Keeling, clerk-typist II, Neptune-North, as of 8/19.
Joanne Matthew, clerk-stenographer II, Business Education, as of 8/26.
Phyllis Nordstrom, clerk-stenographer II, Physical Plant, as of 8/26.
Sharon Molstad, clerk-stenographer II, Alumni & Publicity, as of 8/30.
Lois Gardner, clerk-stenographer II, Social Science, as of 8/31.
Laura Korpi, laundry worker (temporary), Laundry, as of 8/31.
Mary Dell Prater, clerk-stenographer II, Evening College, as of 8/31.
Dorothy McConn, clerk-stenographer II (temporary), Vice President-Instruction, as of 8/31.
Lillian Lundberg, fountain supervisor, Neptune Central, as of 9/2, while on layoff.
Joan Cates, clerk-typist II, Bio. Science - Earth Science, as of 9/2.
Richard Edwards, janitor, Physical Plant, as of 9/2.
Mary Ellen Gerrard, clerk-typist II, Registrar's Office, as of 9/9.
Patricia Halverson, clerk-stenographer II, Industrial Arts, as of 9/15.
Betty Buchan, duplicating machine operator III, Business Services (Duplicating) as of 9/16.
Judith Jackman, clerk-stenographer I (temporary), Admissions, as of 9/16.
John Nordstrom, groundsman (temporary), Grounds, as of 9/19.
Norma Smith, clerk-stenographer II, Men's P.E., as of 9/23.
Colette Simcox, clerk-stenographer II, Housing Office, as of 9/30.
Kenneth Swanson, library clerk III (temporary), Library, as of 9/30.

V. THE CURRICULUM

1. Approval of the following to teach courses in the Graduate School

Department of Biological Sciences

Mr. James H. Grosklags, Ph. D., University of Wisconsin

Department of Education

Mr. Murray Deutsch, Ed. D., Teachers College, Columbia University
Mrs. Ruth Ellis, Ed. D., Stanford University
Mr. Leo J. Loughlin, Ph. D., University of Wisconsin
Mr. Marvin Powell, Ph. D., Syracuse University
Mr. Michael L. Thompson, Ph. D., University of Arkansas
Mr. Wallace J. Wheeler, Ed. D., Northwestern University

Department of History

Mr. Ralph H. Bowen, Ph. D., Columbia University
Mr. Alton S. Donnelly, Ph. D., University of California
Mr. Melvyn Dubofsky, Ph. D., University of Rochester
Mr. Zygmunt J. Gasiorowski, Ph. D., University of California
Mr. John G. Sperling, Ph. D., University of California

Department of Home Economics

Miss Julia Kilpatrick, Ed. D., Pennsylvania State University

Department of Mathematics

Mrs. Pairlee J. Stinson, Ed. D., Oklahoma State University

Department of Music

Mr. Gordon W. Bird, Ed. D., Teachers College, Columbia University

Department of Physical Education for Men

Mr. Nye L. LaBaw, Ed. D., Michigan State University

Department of Physics

Mr. William C. Davidon, Ph. D., University of Chicago

Mr. Akihiko Yokosawa, Ph. D., Ohio State University

Department of Social Sciences

Mr. Ralph R. Ireland, Ph. D., University of Chicago

Mr. George P. Jan, Ph. D., New York University

University Elementary School

Miss Mary B. Swynehardt, Ed. D., University of Colorado

VIII. STUDENT LIFE

Welcome to Students

The City of DeKalb has gone "all out" in its welcome to students this year. Entire pages were devoted to a welcome to them by merchants and stickers were placed in store windows, welcoming them. On Monday evening, September 26, a free dance was held in their honor by merchants in a large parking lot in the center of town, with an orchestra and free refreshments and gifts. University closing hours for women were extended to 11:00 p.m. for the occasion. One newspaper advertisement carried the statement: "We missed the bustle of students during the summer and want to welcome all of you back." Annually, the DeKalb Chronicle has carried a welcome student editorial. This year the editorial was most appropriate.

IX. MISCELLANEOUS

1. Planning of Doctoral Program

We should like to have approval to proceed with the planning of doctoral programs by qualified departments with the aid of the consultant assigned by the North Central Association of Colleges and Secondary Schools, Dr. Roland B. Thompson, Executive Dean in Charge of Special Services, the Ohio State University. For those departments judged properly qualified by the Graduate Council, the University Administration, the North Central Consultant, and a team of North Central Preliminary Examiners, authorization for approval of doctoral programs culminating in the degrees Ph. D or Ed. D. would be requested in January, 1963, if present plans prove sound.

2. Speech Department Vocational Rehabilitation Grant

The Speech Department of Northern Illinois University is the recipient of a research grant from the Illinois Division of Vocational Rehabilitation. The research project is designed to evaluate diagnostic, treatment, and training procedures currently employed in the vocational rehabilitation of hard of hearing young adults. This investigation includes the following:

- 1) a pre-entrance evaluation of the physical, psychological and vocational potential of the hard of hearing individual
- 2) a six-week summer evaluation during which time a trial period of intensive rehabilitation is provided
- 3) a nine-month program in which therapy, remedial instruction and on-the-job work experiences are scheduled.

The university faculty and the DeKalb business community are consolidating their efforts in the total rehabilitation of this handicapped population. At present, there are sixteen hard of hearing young adults between the ages of seventeen and twenty-five receiving university instruction and working as trainees in DeKalb business establishments.

This research project awards fellowships to graduate students who are preparing for careers as speech and hearing therapists. The Illinois Division of Vocational Rehabilitation has also proposed that the university expand its services by offering a master's degree program in the area of rehabilitation counseling.

3. Purchases

(a) Six (6) motor vehicles for University Motor Pool

Two (2) 1961 8-cylinder, 9 passenger station wagons (trade-in allowance on 2 old station wagons)

		<u>Net</u>
Sawicki Chevrolet, Rochelle, Illinois	Chevrolet ...	\$4,020.00*
Nelson Chevrolet Co., Chicago	Chevrolet ...	4,144.00
Fourth Street Motor Sales, DeKalb	Chevrolet ...	4,243.44
State Street Motor Sales, Sycamore	Chevrolet ...	4,477.64

Four (4) 1961 4-door, 8-cylinder sedans (trade-in allowance on 3 old cars)

		<u>Net</u>
Fourth Street Motor Sales, DeKalb	Chevrolet ...	\$6,966.00*
	Biscayne	
Nelson Chevrolet Co., Chicago	" ...	7,222.00
State Street Motor Sales, Sycamore	" ...	7,395.00
Sawicki Chevrolet, Rochelle	" ...	7,420.00

Payable from budgeted funds as follows:

\$8,986.00 from Transportation Department (Equipment,
General Revenue)

\$2,000.00 from Motor Transportation Trust Fund Account #1344

(b) Thirteen (13) coin-operated washing machines for four (4) residences

Invitations to bid were published for 13 coin-operated washing machines to replace worn-out units in washing rooms of four residences. Specific units to be replaced were offered for trade-in but no trade-in allowances were quoted. Therefore, we plan to retain the worn-out machines for spare parts.

Sears, Roebuck & Co., Contract Division, Chicago,	
13 Kenmore Model 91420, coin-operated	\$2,346.50*
Launderers Exchange, Chicago	no bid
Keystone Laundry Machine Co., Chicago	no bid
Chicago New and Used Laundry Equip., Chicago	no bid
Gordon Hardware & Supply Co., DeKalb	no bid
Horton Appliances, DeKalb	no bid

Payable from available funds in Washing Machine Trust Account #1580.

* Low bid recommended

All bids were solicited in accordance with approved purchasing regulations.

4. Distribution of Contingency Fund

We should like to have permission to transfer \$220,000 from the Contingency Fund as follows:

		<u>Unencumbered</u>	<u>Present</u>	<u>Balances</u>
		<u>G.R.</u>		<u>33A</u>
Contractual Services	\$120,000.	\$95,420.*		\$31,456.
Equipment	100,000.	753.		46,723.

*Requires \$85,750 free balance as of 1/1/61.

Contingency Balance	\$371,250.00
Less	<u>220,000.00</u>
Balance in contingency	\$151,250.00

Leslie A. Holmes
President

Report of
WESTERN ILLINOIS UNIVERSITY

October 31, 1960

I. STUDENTS

A. Enrollments, Fall Quarter 1960

	<u>Men</u>	<u>Women</u>	<u>Total</u>	<u>Total One Year Ago</u>
<u>Resident</u>				
<u>Undergraduates, full-time</u>				
Seniors	213	121	334	_____
Juniors	278	179	457	_____
Sophomores	364	259	623	_____
Freshmen	682	431	1,123	_____
Special	<u>4</u>	<u>4</u>	<u>8</u>	_____
	1,541	994	2,535	_____
<u>Undergraduates, part-time**</u>				
Seniors	13	20	33	_____
Juniors	4	18	22	_____
Sophomores	3	5	8	_____
Freshmen	1	9	10	_____
Special	<u>7</u>	<u>11</u>	<u>18</u>	_____
	28	63	91	_____
Total undergraduates	1,569	1,057	2,626	2,678
<u>Graduate Students**</u>				
Full-time	20	4	24	_____
Part-time	<u>18</u>	<u>47</u>	<u>128</u>	_____
Total Graduates	101	51	152	166
Total Resident Students	1,670	1,108	2,778	2,844
<u>Campus School</u>				
Kindergarten	18	21	39	47
Elementary	162	166	328	335
High School	<u>93</u>	<u>118</u>	<u>211</u>	<u>212</u>
	273	305	578	594

** Includes TV class

Evening School (figures included in resident totals shown in foregoing)

Evening and/or Saturday only students: 50 undergraduates 110 graduates
Daytime students with evening and/or
Saturday only classes: 3 undergraduates 10 graduates

	<u>Men</u>		<u>Full-time Equivalent</u>		<u>Women</u>		<u>Total</u>		<u>Total</u>
	<u>Indi- vidu- als</u>	<u>Full- time Equiv.</u>	<u>Indi- vidu- als</u>	<u>Full- time Equiv.</u>	<u>Indi- vidu- als</u>	<u>Full- time Equiv.</u>	<u>Indi- vidu- als</u>	<u>Full- time Equiv.</u>	<u>Equivalent One Year Ago</u>
<u>Resident</u>									
Graduates	101	50.2	51	17.7	152	67.9	_____	_____	_____
Undergrads.	<u>1569</u>	<u>1552</u>	<u>1057</u>	<u>1014.3</u>	<u>2626</u>	<u>2566.3</u>	_____	_____	_____
Total	1670	1602.2	1108	1032	2778	2634.2	_____	_____	2717
<u>Extension</u>									
Graduates	15	5	90	30	105	35	_____	_____	_____
Undergrads.	<u>35</u>	<u>8.8</u>	<u>69</u>	<u>17.2</u>	<u>104</u>	<u>26</u>	_____	_____	_____
Total	50	13.8	159	47.2	209	61	_____	_____	_____
Grand Total	1720	1616	1297	1079.2	2987	2695.2	_____	_____	_____

	<u>Fall Qr. 1960</u>	<u>Fall Qr. 1959</u>
No. students who paid full fees	2,551	_____
No. students who paid part fees	214	_____
No. students who paid part fees and part-time extension fees to equal full fees	13	_____
No. students who paid part-time extension fees	209	_____

Veterans (included in foregoing)

	<u>Men</u>	<u>Women</u>	<u>Total</u>	<u>One Year Ago</u>
Public Law 894 (16)	1		1	1
Public Law 550	85		85	186
Public Law 634	7	12	19	12
Military Scholarships	<u>145</u>	<u>1</u>	<u>146</u>	<u>103</u>
Total	238	13	251	302

B. Extension Enrollments, Fall Quarter 1960 (Included in foregoing)

<u>Course</u>	<u>Location</u>	<u>Men</u>	<u>Women</u>	<u>Total</u>
Education 415, 415G, 426, 426G	Galesburg	13	44	57
Mathematics 220, 221	Jacksonville	6	5	11
English 418, 418G	Kewanee		18	18
History 444, 444G	Moline	1	5	6
Education 437, 437G	Oquawka	4	9	13
Psychology 423, 423G	Pittsfield	8	17	25
Soc. Sc. 437, 437G	Princeton	8	43	51
Reading 421, 421G	Quincy	<u>9</u>	<u>19</u>	<u>28</u>
		49	160	209

C. Scholarship Students, Fall Quarter 1960

	<u>Student Activity</u> <u>Fees</u>	<u>Graduation</u> <u>Fees</u>
Teacher Education Scholarships	1,062	6
Military Scholarships	121	9
General Assembly Scholarships	15	
Special Education Scholarships	2	

II. FACULTY

A. Appointments (replacement)

1. Mrs. Virginia Mock was employed as Instructor in Education (Reading) as a temporary replacement for George Slinger at \$280 per month for one-half time work. Mrs. Mock holds the B.A. degree from Maryville College and the M.A. from the University of Wisconsin. She was given a contract for the fall quarter only and will be re-employed for the winter and spring quarters if a fully qualified candidate cannot be secured for this position.
2. It is recommended that Miss Diana Kline be continued through the winter quarter as Instructor in English at \$450 per month for a three-quarter load. She was employed as a temporary replacement for Lavon Rasco, resigned.

B. Appointments of Graduate Assistants

1. Lewis J. Blevins, B.S., Western Illinois University - Biological Sciences at \$180 per month for the academic year.
2. Rolland A. Ekena, B.S., University of Illinois - Biological Sciences at \$60 per month for the academic year.

3. William G. Novotney, B.S., Western Illinois University - Education (Physical Education) at \$120 per month for the academic year.
4. LaVerne Ronald Price, B.S., Western Illinois University - Education (Audio-Visual) at \$120 per month for the fall quarter.
5. Lawrence Bugg, B.S., Western Illinois University - English (Journalism) at \$120 per month for the academic year.

C. Requests to Enroll for Courses

Faculty members have requested permission to enroll in courses for credit as follows:

Winston C. Lacey, Instructor, Campus School - Psychology 527, First Semester 1960-61

Don L. Viar, Instructor, Physical Education - Education 509, First Semester 1960-61

Robert E. Vanni, Instructor, Physical Education - Education 508, First Semester 1960-61

OTHER SCHOOL EMPLOYEES

A. Resignation

1. Gayleen Melvin, WCS-143, Clerk Stenographer I in the Physical Plant Office, resigned September 16, 1960.

B. Terminations

1. Darrell G. Belshaw, temporary Janitor, completed his temporary work assignment as of October 11, 1960.
2. Mr. Carl B. Holstine, temporary Groundsman, completed his temporary work assignment on October 16, 1960.
3. Mr. Clarence M. Waller, temporary Groundsman, will complete his temporary work assignment as of October 31, 1960.

C. Leaves of Absence

1. Sharon K. Eddington, WCS-115, Clerk Stenographer I in the Business Office, was granted leave without pay from September 12 to October 3, 1960.
2. Vearl W. Smith, WCS-131, Maid, has been granted leave without pay from October 14, 1960 to April 13, 1961, due to illness.

D. Reinstatements

1. Alice M. Schleier, WCS-100, Assistant Residence Hall Director, was reinstated as of September 1, 1960. She had been on layoff status since July 27, 1960.
2. Sharon K. (Eddington) Baucom was reinstated as Clerk Stenographer I, WCS-115, as of October 3, 1960. She was on leave from September 12.

E. Replacements

1. Helen W. Bowman was employed as Clerk Stenographer I, WCS-143, in the Physical Plant Office, effective September 19, 1960, at \$250 per month to replace Gayleen Melvin.

2. Laura J. Lichtfuss was employed as temporary Clerk Stenographer II effective September 26, 1960, at \$260 per month as a replacement for Beverly Fisher who was granted leave of absence from October 1 to December 1, 1960.
3. Darrell G. Belshaw was employed as temporary Janitor, effective October 4, 1960, at \$330 per month to substitute for R. Purdum during vacation.
4. N. Frances Vincent was employed as temporary Maid at \$1.206 per hour to replace Vearl Smith who is on leave.

VI. BUILDINGS AND GROUNDS

A detailed list of suggested facilities and accommodations, as prepared by the committee planning the new women's residence hall, has been submitted to the architects, and they are now working on preliminary sketches for the building. These will, in turn, be submitted to the committee from the Division of Personnel Services for their suggestions and recommendations. The committee plans to ask Dr. Richard G. Browne to meet with them as often as possible so they may profit from his suggestions.

IX. PURCHASES, CONTRACTS, ETC.

A. Purchase of Automobiles

Bids were received as follows on one four-door sedan less trade-in (1958 Chevrolet four-door sedan) as authorized at the September 19, 1960, meeting of the Board:

Howe Motor Sales, Inc., Macomb		
Comet	\$2,308.69	
Less trade-in	<u>1,316.51</u>	
	992.18	
Less credit coupon	<u>300.00</u>	\$ 692.18
(Issued on 1960 Edsel purchase)		
Lindsey Motor Co., Macomb		
Lark	\$2,112.45	
Less trade-in	<u>1,337.45</u>	775.00
Mounce Motors, Inc., Macomb		
Corvair	\$2,084.55	
Less trade-in	<u>1,195.55</u>	889.00
Cross Motor Sales, Macomb		
Rambler	\$2,176.85	
Less trade-in	<u>876.85</u>	1,300.00
Macomb Motors, Macomb		No reply
Brown Motors, Macomb		No reply

This was advertised in the state newspaper.

We recommend acceptance of the low bid of Howe Motor Sales, Inc., in the amount of \$692.18. (The question of the legality of accepting the \$300 credit coupon on a competitive bid was referred to Dunn and Dunn by Mr. Campbell via telephone on October 18, 1960. It was the opinion of the counselor that this was legitimate.)

The expenditure will be made from General Revenue - Equipment as provided in the budget for the Transportation Department.

X. MISCELLANEOUS

A. Transfer from Contingency

We respectfully request the Teachers College Board to petition the Governor to release from our Contingency appropriation in Income Fund - Educational Operations (current balance \$327,790) the sum of \$20,000 to be transferred to the line item Contractual Services. This is necessary because we will not have adequate funds in the General Revenue - Contractual Services appropriation to pay our utility bills and other obligations through January 1, 1961, and comply with the regulation that states that an agency is authorized to spend only 75% of its total General Revenue - Contractual Services appropriation during the first eighteen months of the biennium.

A. L. Knoblauch
President

MINUTES OF THE MEETING OF THE TEACHERS COLLEGE BOARD
Western Illinois University
Macomb, Illinois

October 31, 1960

The regularly scheduled meeting of the Teachers College Board convened at 9:00 A.M., Monday, October 31, 1960, in the Guest Parlor, of the Student Center, Western Illinois University, Macomb, Illinois. Mr. R. A. Stipes, Jr., Chairman of the Board, presided.

Mr. Stipes called the meeting to order, roll was called and the following members answered present:

Mr. R. A. Stipes, Jr., Chairman	Mr. Morton H. Hollingsworth
Mr. Alexander Summers, Vice-Chairman	Mrs. Harriet Lowden Madlener
Mr. Carl Dunbar	Mr. William E. Reed
Mr. Vernon L. Heath	Mr. Chauncey B. Watson
Mr. George T. Wilkins	

The following members were absent:

Mr. Edward H. Jenison
Mr. Clarence R. Ropp*

Also present were the following:

Dr. Leslie A. Holmes, President
Mr. Z. Harold Dorland
Northern Illinois University

Dr. Arthur Larsen, Vice-President
Mr. Preston Ensign
Illinois State Normal University

Dr. H. F. Heller, Dean
Mr. Raymond R. Gregg
Eastern Illinois University

Dr. A. L. Knoblauch, President
Mr. J. M. Grigsby
Western Illinois University

Dr. Richard G. Browne, Executive Officer
Mr. Richard F. Dunn
Mr. Arthur Samoore
Teachers College Board - Central Office

* Mr. Ropp was present for the Committee meetings on Sunday.

Mr. William P. Froom, the Board's appointee; Mr. O. T. Banton, of the Lindsay-Schaub Newspapers; and Mr. Paul Carson, of the Macomb Journal, were present representing newspaper coverage of this meeting.

Dr. Browne asked for correction of the minutes of the meeting of September 19, 1960, by adding to the requests made by Dr. Bone for Illinois State Normal University, Item 3a, Permission to employ an additional Clerk-Typist I in Personnel Office to be paid from Operating Funds.

Mrs. Madlener moved that the minutes of the meeting of September 19, 1960, be approved as corrected. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Stipes reported that the Commission of Higher Education had the impression that some of the schools under this Board had unused funds in their federal grants for loans under the National Defense Education Act. Mr. Stipes said that Dr. Browne had checked with each of the schools and that Eastern and Western had exhausted their funds, ISNU was rapidly approaching this point, and Northern still had some funds but had 87 applications on file.

At the Committee meeting on Sunday, Mr. Stipes gave a report of the meeting of the Association of Governing Boards, held in Seattle, Washington. He expressed the hope that next year another Board member would find it possible to attend this Convention, that he felt it would be helpful for several members to attend sessions of the Governing Board meetings from year to year.

Mr. Stipes welcomed guests present at this meeting and asked if any of them wished to be heard. Mr. Arthur Toland introduced himself and said he was the spokesman for a group consisting of householders, businessmen and citizens from Macomb. Mr. Toland asked a number of questions concerning the future of Western, its plans for expansion, and rules and regulations governing student housing. After a lengthy discussion, Mr. Stipes expressed appreciation to the visitors for their interest and thanked them for coming.

BUILDING COMMITTEE REPORT

Northern Illinois University

Mr. Dunbar moved that the Board award a contract in the amount of \$11,600.00, to Virgil Cook & Son, Inc., DeKalb, lowest responsible bidder, for extension of underground utilities to proposed University Center Site; and approve engineering and supervision fees in the amount of \$928.00, to S. W. Knetsch & Associates, DeKalb, for a total project cost of \$12,528.00. (Payable from University Center Funds.) Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved that the Board approve changing the date for the opening of bids for the construction of a dormitory from November 3 to November 10. Mr. Hollingsworth seconded the motion and it was unanimously carried.

Mr. Dunbar moved that the Board approve changing the date for the opening of bids for the construction of a University Center from November 10 to November 17. Mr. Summers seconded the motion and it was unanimously carried.

Eastern Illinois University

Mr. Dunbar moved that the Board award a contract in the amount of \$52,000.00, to Punzak Air Conditioning Co., Springfield, lowest responsible bidder, for addition to air conditioning installation in the University Union; and approve architect's fees in the amount of \$3,120.00, to Lundeen & Hilfinger, Bloomington, for a total

project cost of \$55,120.00. (Payable from Construction Account, Series 1956, subject to repayment as installments of the gift of Mr. Linder are received.) Mr. Reed seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved that the Board accept the bid in the amount of \$3,508.44, submitted by Graybar Electric Supply Co., Springfield, lowest responsible bidder, for fluorescent light fixtures for classrooms in the Livingston C. Lord Administration Building. (Subject to the release of Rehabilitation Funds by Governor Stratton.) Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved that the Board accept the bid in the amount of \$2,484.00, submitted by Remington Rand Co., Indianapolis, Indiana, lowest responsible bidder meeting specifications, for library shelving. (Subject to the release of Rehabilitation Funds by Governor Stratton.) Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved approval of an addition in the amount of \$688.00, to the contract of Dorsey O. Crail & Sons, Charleston, for two sidewalks leading to Science Building. (Payable from Rehabilitation Funds, released for the project.) Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Western Illinois University

Mr. Dunbar moved that the Board award contracts for the construction of a Library Building to the lowest responsible bidders, as follows:

General Work to Fred Harbers' Sons, 1407 Northeast Adams Street, Peoria	\$ 926,835.00
Plumbing Work to Joseph E. Doyle, 328 East State Street, Jacksonville	48,577.00
Heating and Air Conditioning Work to Joseph E. Doyle	238,942.00
Ventilating Work to Joseph E. Doyle	154,921.00
Electric Work to Art-O-Lite, 36 Boone Avenue, Galesburg	159,881.00

for a total construction contract of \$1,529,856.00; allot contingencies at 5% in the amount of \$76,493.00; and approve architect's fees to Lankton-Ziegele-Terry & Associates, Peoria, in the amount of \$91,749.00, making the total project cost \$1,697,398.00. (Payable from an appropriation by the 71st General Assembly.) Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved that the Board accept the bid in the amount of \$662.00, submitted by Dale Mason, Macomb, lowest responsible bidder, for labor and materials for painting exterior of the house on the University Farm. (Subject to the release of Rehabilitation Funds by Governor Stratton.) Mr. Wilkins seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved that the Board accept the bid in the amount of \$1,950.00, submitted by Neil Hummel Construction Co., Bushnell, lowest responsible bidder, for labor and materials for alteration to the house on the University Farm; and approve architect's fees in the amount of \$230.00, to Lankton, Ziegele, Terry & Associates, Peoria, for a total project cost of \$2,180.00. (Subject to the release of rehabilitation funds by Governor Stratton.) Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved that the Board approve putting a new roof on the rest of the University Farm House, at a cost not to exceed \$658.00, which is the balance of the original estimate of \$3500 approved for repairs to the Farm House under Rehabilitation projects. (Subject to the release of Rehabilitation Funds by Governor Stratton.) Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved that the proposed new dormitory be located just south of the Laboratory School parking lot and south approximately 200 to 250 feet between the present drive and Western Avenue. Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved that the Board authorize the Chairman and Secretary to sign a contract with Lankton-Ziegele-Terry & Associates, of Peoria, on the preparation of plans and specifications for a new dormitory on a contingency basis. Mr. Reed seconded the motion and it was unanimously carried.

Mr. Dunbar moved the adoption of the following resolution:

RESOLUTION APPROVING AND PROVIDING FOR THE EXECUTION OF A LOAN AGREEMENT, AND NUMBERED CONTRACT NO. H(402)-464, BY AND BETWEEN THE TEACHERS COLLEGE BOARD ACTING FOR AND ON BEHALF OF NORTHERN ILLINOIS UNIVERSITY AND THE UNITED STATES OF AMERICA.

BE IT RESOLVED BY the Teachers College Board acting for and on behalf of Northern Illinois University, as follows:

SECTION 1. The pending Loan Agreement and numbered contract No. H(402)-464, and relating to the erection on the campus of Northern Illinois University, an educational institution of higher learning located in DeKalb, Illinois, of four dormitories, with connecting dining-recreation unit, for approximately 500 men and 500 women students, and 5 supervisors; and a Student Center building containing food service, bookstore, student activity and recreational facilities, and 20 guest rooms, by and between the Teachers College Board acting for and on behalf of Northern Illinois University and the United States of America, is hereby in all respects approved.

SECTION 2. The Chairman is hereby authorized and directed to execute the said Loan Agreement in three counterparts on behalf of the Teachers College Board acting for and on behalf of Northern Illinois University and the Secretary is hereby authorized and directed to impress and attest the official seal of the Teachers College Board, on each such counterpart and to forward two such counterparts to the Housing and Home Finance Agency, together with such other documents relative to the approval and execution of such counterparts and to this Resolution as may be required by the Government.

Mr. Wilkins seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Stipes announced that there would be a meeting of the Building and Finance Committees in Chicago, on Tuesday, November 15, 1960, and added that all members of the Board were invited to this meeting.

Mr. Stipes announced that the next regular meeting of the Board would be held in Chicago on December 5, postponed one week from the date agreed upon at the September 19th meeting.

Board members approved these arrangements.

REPORTS OF OFFICERS OF THE BOARD

Dr. Browne presented his Report No. 88, consisting of three parts: Part I, Course Offerings, 1959-60; Part II, Publicity on Board Meetings; Part III, Final Enrollment Figures. Dr. Browne called attention to Part II, Publicity on Board Meetings, and commented that the newspaper accounts had been accurate. He commended Dr. Froom for his fine work. Mr. Stipes commented on the enrollment figures, stating that the budget estimates had been within seven-tenths of 1% of actual enrollment.

Mr. Stipes urged Board members to read Part I, Course Offerings, recalling that this was information for which the Board had asked. Dr. Browne pointed out that the graduate deans and chief instructional officers of each university have formed a continuing organization and added that another report would be made on this subject next year.

QUARTERLY REPORTS OF PRESIDENTS

Northern Illinois University

Dr. Holmes presented the Quarterly Report for Northern Illinois University.

Mr. Watson moved that the Board approve the Quarterly Report for Northern Illinois University, as presented by President Holmes. Mr. Reed seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Illinois State Normal University

In the absence of President Bone, Dr. Arthur Larsen, Vice-President, presented the Quarterly Report for Illinois State Normal University.

Mr. Wilkins moved that the Board approve the Quarterly Report for Illinois State Normal University, as presented by Dr. Larsen, and accept the bid in the amount of \$2,489.00, submitted by Schaar & Co., Chicago, Illinois, lowest responsible bidder as determined by lot, for one Spectrophotometer and accessories. Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Eastern Illinois University

In the absence of President Doudna, Dean H. F. Heller presented the Quarterly Report for Eastern. After some discussion, members agreed to delete Item IX-A, having to do with Extension fees.

Mr. Reed moved that the Board approve the Quarterly Report for Eastern Illinois University, as submitted by Dean Heller, with the deletion of Item IX-A, having to do with extension fees. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Western Illinois University

Dr. Knoblauch presented the Quarterly Report for Western Illinois University.

Mr. Dunbar moved that the Board approve the Quarterly Report for Western Illinois University, as presented by President Knoblauch. Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

LEGAL BUSINESS

Mr. Grigsby made a report for Western on the cost of using a gas-fired boiler made necessary while coal-fired boilers are being repaired. Western feels the rate charged by the utility company is unreasonably high. Members agreed that if a satisfactory solution is not reached by the school, the matter should be turned over to Mr. Dunn, Legal Counsel.

Mr. Heath moved the adoption of the following resolution:

WHEREAS a campaign is in progress at Eastern Illinois University to obtain gifts and pledges of money to help pay the cost of construction of a building which houses student activities at the University which is known as the Eastern Illinois University Student Union, and,

WHEREAS, LEWIS S. LINDER, of Charleston, Illinois, desires and has offered to make a pledge of the sum of \$30,000 to apply specifically toward the cost of improvements and additions to the air-conditioning plant of said building, and to pay said money to the Eastern Illinois University Foundation to be held by said

Foundation and paid by it toward the cost of such improvements as and when same are installed, and

WHEREAS, said donor has suggested that donor and this Board enter into a written contract for the making and acceptance of said pledge and the conditions thereof in words and figures, as follows:

AGREEMENT MADE PURSUANT TO PLEDGE

In view of the gifts of others, and in appreciation of the many benefits to be rendered by the Eastern Illinois University Student Union and in honor of the memory of my father, GEORGE A. LINDER, my mother, BLANCHE M. LINDER, and my sister, MARY S. LINDER, I hereby subscribe and agree to pay to Eastern Illinois University Foundation at Charleston, Illinois, the sum of THIRTY THOUSAND DOLLARS (\$30,000) toward the cost of improvements and additions to the air-conditioning plant of the Student Union Building at said University, on the following terms and conditions:

1. This pledge shall be paid as follows: not less than one-fourth in the year 1960; not less than one-fourth in the year 1961; not less than one-fourth in the year 1962; and not less than one-fourth in the year 1963; provided, however, that the donor reserves the right to pay more than one-fourth in either of the first three years.
2. A suitable placque to the memory of George A. Linder, Blanche M. Linder and Mary S. Linder shall be prepared and placed in a suitable and proper place in the entrance room of said Union Building and shall remain in such place for the life of the Union Building, provided, however, that in the event that said building is remodeled said placque may be moved to another suitable place in said entrance room. The donor and the Union administrators shall agree upon the design of the original placement of said placque.
3. The donor shall not be liable in any manner for the installation or maintenance of said improvements and additions to said air-conditioning plant, and upon payment of the aforesaid sum of \$30,000 all liability of this donor, of whatsoever kind, shall cease and determine.
4. This agreement shall be binding upon the administrators and executors of the donor and the trustees under his Last Will.

D O N O R

The above pledge and subscription is hereby accepted on behalf of Eastern Illinois University by the Teachers College Board of the State of Illinois, subject to all terms and conditions therein contained.

Dated this _____ day of _____, A.D., 1960, at _____, Illinois.

ATTEST:

THE TEACHERS COLLEGE BOARD OF
THE STATE OF ILLINOIS

Its Secretary

By _____
Its Chairman

and,

WHEREAS, this Board finds said proposed agreement to be in proper form,
NOW, THEREFORE,

BE IT RESOLVED that the Chairman, or in his absence the Vice-Chairman of this Board, and the Secretary of this Board, be and they are hereby authorized to sign said contract in triplicate and to attach the Board seal and when the donor has signed all three copies to deliver one signed copy thereof to said donor, one signed copy to the Eastern Illinois University Foundation and place the other copy in the Board files, and,

BE IT FURTHER RESOLVED that this Board hereby expresses its deep appreciation for the above gift and that a certified copy of this resolution be forwarded by the Secretary of this Board to said donor.

Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Stipes asked the Executive Officer to send a letter to Mr. Linder, acknowledging the gift to Eastern.

Mr. Wilkins moved the adoption of the following Resolution:

WHEREAS the Town of Normal, McLean County, Illinois, has requested that the Teachers College Board of the State of Illinois for Illinois State Normal University at Normal, Illinois, give to the said Town of Normal an easement for the construction and maintenance of a certain sewer in the approximate region of the southwest corner of that part of the campus of said university lying west of Main Street in said Town of Normal, and,

WHEREAS this Board finds that one of the purposes of the proposed sewer system now being installed at Normal, Illinois, is to provide better drainage for sanitary sewage, much of which is created through the university facilities, NOW, THEREFORE,

BE IT RESOLVED that an Easement Grant as above recited be given to the said Town of Normal in McLean County, Illinois, in words and figures as follows:

E A S E M E N T G R A N T

THIS INDENTURE WITNESSETH that the Grantor, the Teachers College Board of the State of Illinois for Illinois State Normal University, being all owners of the property hereinafter described, for and in consideration of the sum of One Dollar, receipt whereof is hereby acknowledged, and the benefits conferred herein, do hereby grant, quit-claim and convey unto the TOWN OF NORMAL, A MUNICIPAL CORPORATION, of the County of McLean and State of Illinois, a right of way and easement across the following described property to lay, construct, perpetually maintain, operate, repair and renew a sanitary sewer, storm sewer, or a combination thereof:

Lot 2 of the Northwest ¼ Section 28, Township 24 North,
Range 2 East of the Third Principal Meridian of the
Normal Town Survey of 1898 located in the Town of Normal,
McLean County, Illinois.

1. The said sewer shall be constructed across the property in the following course

Beginning at a point on the south line of said Lot 2,
263 feet east of the east line of Adelaide Street, thence
north 0°-06' east 182.65 feet, thence north 21°-51' west
419.50 feet, thence north 2°-03' west 430.8 feet to a
point which is 90.4 feet east of the east line of Adelaide
Street.

2. The permanent easement across said tract shall be a strip of land twelve feet (12') in width, lying six feet (6') on each side of the above described centerline of the sewer.

3. A temporary working easement is hereby given said Grantee for the purpose of installation and construction of said sewer and for the unloading of material, storing of dirt and other purposes pertinent thereto, which working easement shall be a strip of land 40 feet in width lying 20 feet on each side of the above described centerline.

4. The said Grantee herein shall have the right to enter upon said premises to install and construct said sewer, either by its own employees or by a contractor, and in such installation and construction shall have the right to use such ground adjacent to the course of said sewer as is necessary or practical for the purpose of unloading material, storing dirt and for other purposes of construction.

5. All said work shall be done in a workmanlike manner, and upon completion thereof the ditch shall be back-filled and as soon as practical.

6. The grantee, through its employees, agents and contractors, shall install said sewer wholly at its own expense and it shall be constructed at such a depth in the ground that it will not interfere with the Grantor's use of the ground through which it runs. It is hereby agreed by the Grantors that no permanent building shall be constructed on the permanent easement right of way herein granted for said sewer, except that Grantor reserves the right to use the area of the permanent easement, including that over the proposed sewer, for roads, tennis courts, playing field, paved parking area or other use for which said permanent easement area may be useful to Grantor.

7. In the event that any drains, water mains, sewers or fences on the above described property are broken or cut through while constructing, inspecting or repairing said sewer, same shall be repaired or replaced, as the case may be, at the expense of the Grantee herein. The consideration herein provided for includes payment for all damage to trees, shrubs, lawns and/or other permanent fixtures, except as to any damage which may be done either to sewer of the Bloomington-Normal Sanitary District or to paved bed of small stream which runs generally north and south through the premises and in close proximity to the easement way herein described, and if any damage is done by Grantee to those installations Grantee agrees to satisfy any damage claims therefor and make any necessary repairs thereto at Grantee's expense.

8. At all times hereafter the said Grantee, either through its own employees or agents or through a contractor, shall have the right to enter upon said premises for the purpose of making inspections, repairs, alterations and renewals to and of said sewer. All such work shall be done in a workmanlike manner at Grantee's expense and the surface of the ground for whatever purpose used by Grantor, shall be by Grantee restored to its original condition.

9. Grantee has the privilege of constructing necessary manholes for its proposed sewer but agrees that if at any time thereafter the elevation of such manhole tops interferes in any way with Grantor's use of the surface of the ground easement, Grantee will at its expense change the elevation of such manhole tops from time to time as may be requested by Grantor.

10. An easement has heretofore been granted by Grantor to the Bloomington-Normal Sanitary District to construct a sewer in the approximate area of the easement herein granted to the Town of Normal, and it is specifically agreed that the easement herein granted is not intended in any manner to limit said easement of Bloomington-Normal Sanitary District nor to authorize the Grantee herein to in any manner interfere with said prior easement nor the sewer constructed pursuant thereto.

11. All of the terms, reservations, obligations and recitals contained in this grant shall be binding upon the Grantors, their heirs, representatives, assigns and successors in title, and upon the Grantee and its assigns.

IN WITNESS WHEREOF the above named Grantors have hereunto set their hands and seals this _____ day of October, A.D. 1960.

TEACHERS COLLEGE BOARD OF THE STATE OF
ILLINOIS FOR ILLINOIS STATE NORMAL
UNIVERSITY,

By _____
Chairman

ATTEST:

Secretary

STATE OF ILLINOIS)
) SS.
COUNTY OF McLEAN)

I, the undersigned, a Notary Public in and for said County in the State aforesaid, DO HEREBY CERTIFY that R. A. Stipes, Jr., personally known to me to be the Chairman of the Teachers College Board of the State of Illinois for Illinois State Normal University, and Clarence R. Ropp personally known to me to be the Secretary of said Teachers College Board whose names are subscribed to the foregoing instrument, appeared before me this day in person and severally acknowledged that as such Chairman and Secretary, they signed and delivered the said instrument of writing as Chairman and as Secretary of said Teachers College Board and caused the seal of said Teachers College Board to be affixed thereto, pursuant to authority given by said Teachers College Board as their free and voluntary act, and as the free and voluntary act and deed of said Teachers College Board for the uses and purposes therein set forth.

GIVEN under my hand and notarial seal this _____ day of October, A.D. 1960.

Notary Public

Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Watson moved the adoption of the following Resolution:

RESOLUTION

WHEREAS this Board has heretofore authorized Richard F. Dunn, attorney for this Board, to negotiate for the purchase of the following described premises:

Lots 15 and 16 in Block 2 in Survey of Blocks 2 and 3 in Fifth Addition to Town of Normal, according to the plat thereof recorded July 17, 1867, in Book of Plats, page 15, in McLean County, Illinois,

for the use of Illinois State Normal University at Normal, Illinois, and,

WHEREAS Mr. Dunn has reported to this meeting that he has completed the

negotiations and that the owners of the aforesaid premises have signed a contract to sell said premises to this Board for the sum of \$30,000.00, and

WHEREAS this Board finds that the appraised value of said premises was \$34,300.00, NOW, THEREFORE,

BE IT RESOLVED that the Chairman and Secretary of this Board be and they are hereby authorized and directed on behalf of this Board to sign the contract for the purchase of said real estate for the sum of \$30,000.00 pursuant to the terms of the contract therefor submitted to this meeting, a copy of which has been filed with this Board.

Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

There was discussion of the continuing need for a certain tract of land which Mr. Dunn has been endeavoring to obtain for Illinois State Normal University. Mr. Dunn reported that the present owner is unwilling to sell the land at the appraised price, and stated that every attempt to negotiate with the owner has been unsuccessful.

Mr. Wilkins moved the adoption of the following Resolution:

WHEREAS, additional land is needed for the use and occupancy of Illinois State Normal University at Normal, Illinois, and

WHEREAS, this Board has caused inquiry to be made and has studied the future needs of said school for additional land and has ascertained that said school needs, and it is necessary for same University to have, and this Board should acquire a certain tract of land, hereinafter described, NOW THEREFORE,

BE IT RESOLVED by the Teachers College Board of the State of Illinois in regular session assembled that it is necessary that this Board acquire for Illinois State Normal University at Normal, Illinois, the following described tract of land:

Lot 8 in Block 3 in the Fifth Addition to Normal, according to plat recorded in Book 56 of deeds, page 256;

also described as:

Lot 8 in the Subdivision of part of Block 3 in the Fifth Addition to Normal according to plat recorded in Book 1 of Plats, Page 69;

also described as:

Lot 8 in Block 3 in the Survey of Blocks 2 and 3 in the Fifth Addition to Normal according to plat recorded in Book 1 of plats, Page 15.

BE IT FURTHER RESOLVED that Richard F. Dunn, Attorney for this Board, be and he is hereby authorized and directed to have the aforesaid tracts appraised and to negotiate with the owners for the purchase thereof, and to institute condemnation proceedings under the Eminent Domain Statute of the State of Illinois and under the authority of the Teachers College Board to acquire for this Board for said University the above described tract of land.

Mr. Reed seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Watson asked if Board members would be willing to meet at 8:30 A.M., rather than 9:00 A.M. Members agreed.

Mr. Stipes thanked Dr. Knoblauch for the hospitality extended and declared the meeting adjourned until the next regularly scheduled meeting on December 5, 1960, in Chicago.

R. A. Stipes, Jr.
Chairman

MINUTES OF THE MEETING OF THE TEACHERS COLLEGE BOARD
Conrad Hilton Hotel
Chicago, Illinois

December 5, 1960

The regularly scheduled meeting of the Teachers College Board convened at 8:30 A.M., Monday, December 5, 1960, in the Conrad Hilton Hotel, Chicago, Illinois. Mr. R. A. Stipes, Jr., Chairman of the Board, presided.

Mr. Stipes called the meeting to order, roll was called and the following members answered present:

Mr. R. A. Stipes, Jr., Chairman	Mr. Vernon L. Heath
Mr. Alexander Summers, Vice-Chairman	Mr. Morton H. Hollingsworth
Mr. Clarence R. Ropp, Secretary	Mr. Edward H. Jenison
Mr. Carl Dunbar	Mr. William E. Reed
Mr. Chauncey B. Watson	

The following members were absent:

Mrs. Harriet Lowden Madlener	Mr. George T. Wilkins
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Also present were the following:

Dr. Leslie A. Holmes, President
Mr. Z. Harold Dorland
Northern Illinois University

Dr. Robert G. Bone, President
Dr. Arthur Larsen
Mr. Preston Ensign
Illinois State Normal University

Dr. Quincy Doudna, President
Eastern Illinois University

Dr. A. L. Knoblauch, President
Mr. J. M. Grigsby
Western Illinois University

Dr. Richard G. Browne, Executive Officer
Mr. Richard F. Dunn
Mr. Arthur Samoore
Teachers College Board

Mr. William P. Froom, the Board's appointee; Mr. O. T. Banton, of the Lindsay-Schaub Newspapers, Decatur; and Mr. Dave Haake, of the Bloomington Pantagraph, Bloomington, were present representing newspaper coverage of this meeting.

Mr. Dunbar asked for correction of the minutes of the meeting of October 31, 1960, changing the amount of the contract awarded to Joseph E. Doyle, 328 East State Street, Jacksonville, for Heating and Air Conditioning Work on the Library at Western Illinois University, to \$238,942.00. This also changes the architect's fees to the amount of \$91,749.00; and the total cost of the project to \$1,697,398.00.

Dr. Browne asked that the roll call be corrected, showing Mr. Ropp absent and Mr. Watson present.

Mr. Summers moved that the minutes of the meeting of October 31, 1960, be approved as corrected. Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Absent	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Dr. Browne reported that the budgets for the four universities and the Central Office had been submitted to the Budgetary Commission, as follows:

Eastern	-	\$ 8,886,077
ISNU	-	15,038,990
Northern	-	15,967,405
Western	-	8,713,106
Central Office	-	<u>235,360</u>
Total	-	\$48,840,938

Mr. Stipes recalled that there had been a meeting on November 15 for Board members to discuss the budgets prior to submitting them to the Budgetary Commission.

Mr. Ropp moved that the Board approve the operating budgets for the four universities and the Central Office. Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Dr. Browne reported that the actual full-time equivalent enrollment total for the fall of 1960 is 15,242.

REPORTS OF OFFICERS OF THE BOARD

Dr. Browne presented his Report No. 89 as Executive Officer of the Board, which consisted of three parts: Part I, Final Enrollment Data, Fall 1960; Part II, The Quality of the 1960 Entering Class; Part III, Holding Power (1953-60).

Mr. Heath expressed interest in Part II, The Quality of the 1960 Entering Class, and suggested that this information be made available to high schools in the area of the individual universities. Dr. Browne agreed that the institutions ought to do this to indicate to the students the quality of the entering freshmen. Dr. Doudna reported that Eastern sends a tabulation to each high school in their area, showing the rank of students from each area.

Mr. Stipes thanked Dr. Browne for a fine report on very useful information.

REPORTS OF COMMITTEES

Graduate and General Curriculum Committee

Mr. Reed moved that permission be given to Illinois State Normal University to drop the following courses:

Art 415	Music 425
Art 417	Music 505
English 451	Music 566
Mathematics 414	Social Science 456
Mathematics 440	Speech 411
Music 410	Speech 470

and to add the following courses:

Art 441 and 442 - Techniques of Sculpture
Art 505 and 506 - Advanced Painting
Education 527 - Introduction to Projective Techniques
English 402 - Old English
Health and Physical Education 402 - The Elementary School Physical Education Program
Mathematics 412 - Fundamental Concepts of Geometry
Mathematics 415 - Fundamental Concepts of Algebra
Mathematics 445 - Vector Analysis
Physical Science 463 - Theoretical Physics
Social Science 454 - Selected Studies in American Government

Mr. Summers seconded the motion.

Mr. Ropp asked for a statement from Dr. Bone. Dr. Bone said that some of the courses dropped did not have a sufficient number of students; some were added at the request of superintendents and a few because a teacher was available with a specialization of value. Dr. Bone said the actual number of courses dropped was 12 and 12 were added, and that the total hours dropped or added were exactly even.

Mr. Stipes asked the question and the motion was unanimously carried.

Mr. Reed moved that permission be given to Eastern Illinois University to add the following courses:

Social Science 454 - History of Economic Thought
Social Science 465 - Introduction to Public Administration
Social Science 468 - International Organization
Social Science 469 - Constitutional History of the United States to 1800
Social Science 470 - Constitutional History of the United States since 1800
Social Science 471 - Civil War and Reconstruction
Social Science 476 - American Colonies
Social Science 477 - American Revolution and Confederation
Social Science 478 - Czarist Russia
Social Science 479 - Soviet Russia
Music 462 - Piano Pedagogy and Literature
Education 477 - The Junior High School
Psychology 450 - Psychology of Exceptional Children

Mr. Summers seconded the motion and it was unanimously carried.

Mr. Reed moved that permission be granted to Northern Illinois University to establish a College of Business, consisting of Departments of Accounting, Business Education, Management and Finance, and Marketing. Mr. Watson seconded the motion and it was unanimously carried.

Mr. Reed moved that permission be given to Northern Illinois University to divide the Department of Social Science into a Department of Economics, Department of Political Science, Department of Sociology and Anthropology, in the College of Liberal Arts. Mr. Summers seconded the motion and it was unanimously carried.

Mr. Reed moved that permission be given to Northern Illinois University to make changes in the graduate curriculum, as follows:

Drop these courses:

Art 503, 505, 506, 586
Business Administration 430, 431
Chemistry 424, 426, 519, 521, 529, 534, 546, 595, 613, 625, 635, 636, 645
Education 480, 531, 552
English 574, 582a, 582b, 585
Music 514
Physical Education for Women 440, 541
Social Sciences 482, 486, 587, 666, 684
Speech 416, 522

Add these courses:

Art 523 - Advanced Painting
Art 528 - Technical Studies in Printmaking
Art 533 - Technical Studies in Sculpture
Art 603 - Seminar and Thesis
Biological Sciences 530 - Radiobiology
Business Administration 511 - Legal Aspects of Business
Business Administration 561 - Programming Business Data
Business Administration 571 - Business Forecasting
Business Administration 572 - Business Policies
Business Administration 581 - Quantitative Analysis in Business Research
Business Administration 582 - Investment Management
Business Administration 670 - Seminar in Insurance Problems
Chemistry 506 - Summer Institute for Science Teachers
Chemistry 600, A, B, C, D, E - Special Topics
Earth Science 544 - Matter and Energy Relationship in Space
Education 576 - Clinical Diagnosis of Reading Difficulties
Education 585 - Teaching Language Arts in the Elementary School
Education 588 - Corrective Reading in the Elementary School
Education 589 - Corrective Reading in the High School
Education 602 - Methods and Techniques of Research
Education 651 - The Elementary School Principal
Education 652 - The Secondary School Principal
English 570 - The Nineteenth Century English Novel
English 575 - Studies in Modern Poetry
English 578 - Comparative Medieval Literature
History 537 - Seminar in Modern British History
History 538 - Thesis
History 540 - Seminar in Russian History
History 625 - Teaching History at the College Level
Industrial Arts 517 - Diversified Occupations Programs
Industrial Arts 547 - Occupational Analysis
Industrial Arts 566 - Problems of Adult Education
Industrial Arts 577 - Conference Leading for Industry
Industrial Arts 645 - Technology in Industrial Arts
Industrial Arts 647 - Occupational Surveys
Mathematics 512 - Probability
Mathematics 518 - Synthetic Projective Geometry
Mathematics 525 - Modern Algebra
Mathematics 532 - Introduction to Complex Variables and Applications I
Mathematics 605 - Vector Analysis
Mathematics 615 - Point-set Topology
Mathematics 632 - Introduction to complex variables and Applications II
Physics 507 - Institute in Physics for High School Teachers of Science
Psychology 500 - Pro-seminar in Psychology
Psychology 501 - Foundations of Psychological Research
Psychology 502 - Introduction to Clinical Psychology
Psychology 503 - Experimental Psychology for Graduate Students
Psychology 505 - Statistical Problems in Psychology
Psychology 510 - Psychodiagnostics
Psychology 511 - Clinical Methods
Psychology 512 - Principles of Psychotherapy
Psychology 513 - Psychological Case Study
Psychology 514 - Practicum in Clinical Psychology
Psychology 515 - Psychology of Personality
Psychology 530 - Contemporary Behavioral Theories
Psychology 531 - Physiological Bases of Behavior
Psychology 532 - Comparative Psychology
Psychology 550 - Experimental Studies in Learning
Psychology 551 - Experimental Studies in Perception
Psychology 565 - Psychology of the Gifted
Psychology 566 - Psychology of the Retarded
Psychology 567 - Psychology of Reading
Psychology 599 - Thesis
Social Sciences 560 - Seminar in Money, Income and Prices
Social Sciences 561 - Local Government's Impact on Economic Activity

Social Sciences 567 - Seminar in Transportation and Public Utilities
 Social Sciences 568 - Seminar in International Economics
 Social Sciences 569 - Seminar in Trusts and Monopolies
 Social Sciences 570 - Thesis
 Social Sciences 585 - Theories of Criminology
 Social Sciences 586 - Industrial Sociology
 Social Sciences 640F - Seminar in Public Administration
 Social Sciences 649 - Thesis
 Social Sciences 680 - Thesis

Existing Courses Approved for Graduate Credit

Business Administration 497
 Earth Sciences 448, 460
 Education 431, 444
 English 483
 Foreign Languages 410, 431, 432, 433, 434, 435, 436, 473, 481, 482, 483,
 484, 485, 486, 490
 History 422, 429, 441, 442, 462, 463, 466
 Industrial Arts 476
 Mathematics 422, 428, 435
 Philosophy 412
 Physical Education for Women 445, 452
 Psychology 405, 426, 435
 Social Sciences 400, 442, 447, 463, 488, 489, 492
 Speech 402, 411

Mr. Heath seconded the motion and it was unanimously carried.

Mr. Reed moved that permission be given to Western Illinois University to confer the bachelor of science degree for three years of successful work at Western plus one year at a hospital having a program of medical technology approved by the Council of Medical Education and Hospitals of the American Medical Association; and for three years of pre-medical study at Western plus one year in the College of Medicine at the University of Illinois. Mr. Hollingsworth seconded the motion and it was unanimously carried.

Report of Committee to Select an Executive Officer

Mr. Stipes reported that the Committee along with other Board members had interviewed four people but had no recommendation to make at this time.

INFORMAL REPORTS OF PRESIDENTS

Northern Illinois University

Dr. Holmes presented the informal report for Northern Illinois University and made the following requests:

1. Approval of \$1.00 increase in room and board charges in the university residences, beginning in September, 1961.
2. Approval of lowest responsible bids for 5-year premiums for insurance coverage, as follows:

Neptune North Residence Hall

Building: \$953,000 - Fire and extended coverage, 80% co-insurance
 Contents: 145,000
 H. R. Bresee & Co., Champaign (Freeport Ins. Co.) \$2,608.80
 (Payable from Series 53 Bond Revenue Fund)

Student Union

Building: \$ 93,000 - Fire and extended coverage, 80% co-insurance
 Contents: 31,000
 H. R. Bresee & Co., Champaign (Freeport Ins. Co.) \$3,655.52
 (Payable from Series 53 Bond Revenue Fund)

Cafeteria

Building: \$ 28,000 - Fire and extended coverage, 80% co-insurance
Contents: 17,000
H. R. Bresee & Co., Champaign (Freeport Ins. Co.) \$1,084.05
(Payable from Series 53 Bond Revenue Fund)

Neptune Residence Hall - East-West-Central

Building: \$2,473,000 - Fire and extended coverage, 80% co-insurance
Contents: 238,000
H. R. Bresee & Co., Champaign (Freeport Ins. Co.) \$6,834.37
(Payable from Series 53 and 57 Bond Revenue Funds)

Student Union

Business Interruption (single item gross earnings form) including fire and extended coverage, subject to 50% contribution clause
Income: \$29,000 (after deduction of uninsurables)
H. R. Bresee & Co., Champaign (Freeport Ins. Co.) \$ 683.82
(Payable from Series 53 Bond Revenue Fund)

Cafeteria

Business Interruption (single item gross earnings form) including fire and extended coverage, subject to 50% contribution clause
Income: \$39,000 (after deduction of uninsurables)
H. R. Bresee & Co., Champaign (Freeport Ins. Co.) \$ 744.90
(Payable from Series 53 Bond Revenue Fund)

Neptune Residence Hall - East-West-Central

Blanket business interruption (single item gross earnings form) including fire and extended coverage, subject to 50% contribution clause.
Income: \$452,000 (after deduction of uninsurables)
H. R. Bresee & Co., Champaign (Freeport Ins. Co.) \$ 914.85
(Payable from Series 53 and Series 57 Bond Revenue Funds)

3. Approval of purchase from the lowest responsible bidder, of 1500 sq. ft. of floor tile for Neptune North Residence, and 2,000 sq. ft. of floor tile for Adams Residence Hall, from Tile-King Floor Covering Co., of Chicago, Illinois, in the amount of \$2,253.00.
(Payable as follows: \$1,423 from Bond Revenue Fund Series 50
and \$ 830 from Bond Revenue Fund Series 53)
4. Approval of the purchase, from the lowest responsible bidder, of 168 cases of incandescent and flourescent lamp bulbs for residence halls, in the amount of \$2,847.68, from Northern Illinois Electric Supply Co., Crystal Lake. (Payable from appropriate bond revenue series, charged to dormitory as drawn)
5. Approval of the purchase of one 1961 9-passenger, 8-cylinder, station wagon, Mercury Commuter, from Fran Kral Lincoln-Mercury-Comet, Rockford, Illinois, lowest responsible bidder, in the amount of \$3,011.02.
(Payable from Trust Fund Account #7080 - Men's Athletics)
6. Approval of the purchase in the amount of \$2,151.78, of 95 linear feet of steel office partitions, for partitions for Neptune Residence Hall North - Library Annex, from Columbia Office Supply Co., Aurora, lowest responsible bidder. (Payable from General Revenue, Library Equipment)

Mr. Reed moved approval of the above requests, as presented by Dr. Holmes.
Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Illinois State Normal University

Dr. Bone presented the informal report for Illinois State Normal University and made the following requests:

1. Permission to raise salary for Mr. John W. Hodges, Assistant Principal of Illinois Soldiers and Sailors Childrens School, from \$620 per month to \$645 per month, effective November 1, 1960.
2. Permission to increase salary of Mr. George E. Lohnes, Maintenance Repairman, from a rate of \$360 per month to \$380 per month, effective November 2, 1960, due to satisfactory completion of probationary period.
3. Permission to drive a station wagon to carry faculty members on a Field Survey Course in Utah.
4. Permission to accept the bid in the amount of \$5,917.27, including trade-in, for five 1961 6-cylinder Fords, submitted by Goodwin Bros. Ford Co., Minonk, lowest responsible bidder. (Payable from General Revenue - Equipment.)
5. Permission to accept the bid in the amount of \$1,897.00 including trade-in, for two Oboes, two Alto Saxophones, three Cornets, one Baritone, submitted by Miller Music Co., Bloomington, lowest responsible bidder. (Payable from General Revenue - Equipment and Trust Funds.)
6. Acceptance of the resignation of Mr. Jack E. Blackburn as Instructor and Supervising Teacher in the Metcalf School. Mr. Blackburn has been on leave without pay for the past year and one-half to continue work at New York University and wants to remain in school until he has earned his doctor's degree.
7. Permission to declare vacant the position as Instructor in History and Director or Co-Director of a Women's Residence Hall, at a salary rate of \$460 per month, awarded to Miss June Uphaus as of September 1, 1960, but who has been on sick leave since early in October. Other counselors agreed to fill in for Miss Uphaus until Thanksgiving and she has been kept on the payroll through November. It does not appear that she will be able to return during this school year and it becomes necessary to fill the position.

Mr. Watson moved the approval of the above requests as submitted by Dr. Bone. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Board members discussed the request made by Dr. Bone for a program in Teacher Preparation in Outdoor Education, but postponed action until the January meeting at which time Dr. Bone will have staff members present to fully inform the Board on the program.

Eastern Illinois University

Dr. Doudna presented the informal report for Eastern Illinois University and made the following requests:

1. Approval of Phyllis Walstrom, Temporary Faculty Assistant in the Records Office, at a salary of \$10 per day beginning November 9, 1960, through December 31, 1960, substituting for Helen Whalen, Assistant Recorder, on leave.

2. Permission to contract with Midland Machine Co., Decatur, lowest responsible bidder, for repairing and rebuilding one American Shaper for the Industrial Arts Department, in the amount of \$1,710. (Payable from Contractual Services, General Revenue.)
3. Permission to accept the bid in the amount of \$.1915 per gallon, submitted by Ohio Oil Co., Charleston, lowest responsible bidder, for annual supply of regular grade gasoline for university-owned vehicles. (Payable from Commodities, General Revenue.)
4. Permission to accept the bid in the amount of \$1093.79 including trade-in, submitted by Goodwin Bros., Minonk, for one 1961 Ford 2-door, 6-cylinder sedan. (Payable from Equipment, General Revenue.)
5. Permission to transfer \$2,500 from Contingency to Refunds.
6. Permission to transfer \$50,000 from Contingency to Contractual Services.

Mr. Hollingsworth moved the approval of the above requests as submitted by Dr. Doudna. Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Dr. Doudna thanked the Board for allowing him to accept the invitation extended by the West Indies Federation to spend six weeks in that area to evaluate a teacher training program, and reported that it had been a rewarding experience.

Western Illinois University

Dr. Knoblauch presented the informal report for Western Illinois University and made the following requests:

1. Approval of continuation of contracts through the winter quarter 1960-61 for the following who were employed on temporary contracts for the fall quarter only:

Mrs. Winifred Coningham Golden, Instructor in the Department of Speech and Dramatic Art, at \$540 per month

Mrs. Virginia Mock, Instructor in the Department of Education (Reading) at \$280 per month

Mr. Lee Transier, Instructor and Head Resident Adviser, at \$400 per month plus maintenance

2. Approval of the following appointments of Graduate Assistants:

Mr. Dale R. Jackson, B.S., (Nov., 1960), Western Illinois University - Education (Audio-Visual) at \$120 per month for the winter and spring quarters, 1960-61

Mr. Eugene Lee Wheatley, B.S., Western Illinois University - Physics, at \$120 per month for the winter quarter, 1960-61

3. Permission for the following to enroll for courses for credit:

Miss Anna Marie Gruber - Sociology 420, Winter Quarter

Mr. Eugene Litchfield - Library Science 323, Winter Quarter
Mr. Ralph Barclay - Physical Education 505, Winter Quarter

4. Approval of the employment of Carl B. Holstine as temporary janitor, effective November 3, 1960, at \$330 per month to substitute for Lyle McFadden who is ill.
5. To record the change in name of Cheryl L. McFadden, Clerk Stenographer II in the office of the Counselor for Men, WCS-88, to Cheryl L. Cromer.
6. Permission to employ an additional janitor for the Student Center and new dormitory, to be paid at prevailing union rate from Bond Revenue Series 1956, effective December 15, 1960.
7. Permission to advertise for bids for replacement of automobile in the Mercury class.
8. Permission to advertise for bids for a new station wagon in the economy class, as an addition to the fleet.
9. Permission to contract with Bud Ingledue, Macomb, lowest responsible bidder, for dismantling 1310 lineal feet of 12-foot cyclone fence located on the site of the new Library Building and installing 1170 feet of this fence on the west edge of the campus adjacent to the University Golf Course, in the amount of \$1,795.00. (Payment from General Revenue - Contractual Services.)

Mr. Dunbar moved approval of the above requests as presented by Dr. Knoblauch. Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

BUILDING COMMITTEE

Mr. Dunbar moved the adoption of the following Resolution:

WHEREAS this Teachers College Board of the State of Illinois for Northern Illinois University at DeKalb, Illinois, advertised for and on the 17th day of November 1960 received bids for the construction of the University Center Building on the campus of Northern Illinois University, and

WHEREAS pursuant to specifications and instructions to bidders each bidder was directed to furnish with his bid a list of its sub-contractors as set forth in item No. 37 of Addendum No. G-1, and

WHEREAS the low bidder at said opening of bids, namely, Edward Gray Corporation, failed to enclose such a list of subcontractors with its bid, and

WHEREAS in the publication for bids this Board reserved the right to accept or reject any and all bids and to waive minor informalities in any bid, or to make award in the best interest of the owner, and

WHEREAS the purpose of requesting the list of subcontractors is to enable this Board to keep track of the payments made to and due to subcontractors and for the further purpose of evaluating the financial responsibility of subcontractors, and

WHEREAS at the request of the architect representatives of this Board said Edward Gray Corporation did subsequent to the opening of bids file a list of subcontractors with this Board, and

WHEREAS the next low bid on said job was by Johnson and Jacobson, Inc., of DeKalb, Illinois, which was in round figures \$50,000 more than the bid submitted by Edward Gray Corporation, Inc., and

WHEREAS it is to the best interest of the owner to waive the failure of Edward Gray Corporation, Inc., to furnish the list of its subcontractors with the filing of its bid and to accept said bid of Edward Gray Corporation, Inc., NOW, THEREFORE,

BE IT RESOLVED that this Board waive the filing of list of subcontractors with bid of Edward Gray Corporation, Inc., and approve the subsequent filing of such list and that this Board accept the bid of Edward Gray Corporation, Inc., for the best interest of this Board.

Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Northern Illinois University

Mr. Stipes reported that a firm offer for the purchase of \$4,500,000 Series A bonds for Northern Illinois University has been received from Barcus, Kindred Co., Chicago, said offer being as follows:

"December 5, 1960

"The Teachers College Board
of the State of Illinois

Gentlemen:

We hereby offer to purchase your \$4,500,000 Northern Illinois University Dormitory and Student Union Revenue Bonds, Series A of 1960, described in the form of resolution which is attached hereto and made a part hereof.

We will pay par plus accrued interest for these bonds bearing interest as follows:

4½% for bonds due 1963-65

5 % for bonds due 1966-2000

This offer to purchase is submitted for your acceptance at any time on or before January 16, 1961. It is understood that you are under no obligation to accept this proposal, and it is further understood that we reserve the right to submit to you at any time during this period a bid on these bonds providing for a net interest cost lower than that provided herein.

We enclose herewith a certified check in the amount of \$51,875 as evidence of our good faith in making this proposal. Said check is to be held uncashed by you and, if you award the bonds to us by Board resolution in accordance with this proposal, shall be applied toward the purchase price thereof upon delivery of the bonds to us; or, if you do not award the bonds to us under this proposal, said check is to be returned to us not later than January 17, 1961. Should we fail or refuse to carry out the terms of this proposal, all fees otherwise due us for fiscal agency

services in connection with these bonds shall be waived and said check shall be cashed and retained by you as full and complete liquidated damages.

Respectfully submitted,

Barcus, Kindred & Company
By John Shields /s/ "

Mr. Dunbar moved the adoption of the following Resolution:

WHEREAS the Teachers College Board pursuant to an advertisement for bids for the construction of the proposed dormitory-dining hall buildings to provide housing and feeding facilities for approximately 1000 students, heretofore published on the 4th day of October, 1960, did on the 10th day of November, 1960, at 10:00 A.M., at its offices, in the City of DeKalb, Illinois, receive bids for the construction of new dormitory-dining hall buildings which said bids were taken under advisement by the Teachers College Board; and

WHEREAS the base bid of Felmley Dickerson Co., Bloomington, for general work, when decreased by the alternates taken in sequence as detailed below, is the lowest bid submitted by any responsible bidder; and

WHEREAS the base bid of Graves & Graves Corp., Chicago, for Plumbing Work, when decreased by the alternates taken in sequence as detailed below, is the lowest bid submitted by any responsible bidder; and

WHEREAS the base bid of H. P. Reger & Co., Chicago 19, Illinois, for Heating Work, when decreased by the alternates taken in sequence as detailed below, is the lowest bid submitted by any responsible bidder; and

WHEREAS the base bid of Virgil Cook & Sons, Inc., DeKalb, Illinois, for Electrical Work, when decreased by the alternates taken in sequence as detailed below, is the lowest bid submitted by any responsible bidder; and

WHEREAS the base bid of Servco Equipment Co., St. Louis, Missouri, for Food Service Equipment, when decreased by the alternates taken in sequence as detailed below, is the lowest bid submitted by any responsible bidder; and

WHEREAS the base bid of Sligh-Lowry Furniture Co., Holland, Michigan, for Student Room Built-in Furniture, when decreased by the alternates taken in sequence as detailed below, is the lowest bid submitted by any responsible bidder; and

WHEREAS the base bid of Thybar Corp., Addison, Illinois, for Ventilating Work, when decreased by the alternates taken in sequence as detailed below, is the lowest bid submitted by any responsible bidder:

NOW THEREFORE BE IT RESOLVED by the Teachers College Board:

That the contract for General Work in the amount of \$2,480,020.00 be awarded to Felmley-Dickerson Co., Bloomington, Illinois, detailed as follows:

Base Bid	\$2,657,000.00
Deductive Alternates:	
Alt. 1-B	\$ 2,400.00
1-C	4,500.00
1-D	6,400.00
1-E	3,800.00
1-F (Fenestra)	85,500.00
1-I (Fenestra)	5,000.00
1-K	9,300.00
1-M	250.00
1-N	7,900.00
1-O (Fenestra)	16,600.00

1-Q	\$ 8,500.00
1-S	1,400.00
1-T (Fenestra)	2,900.00
1-U	13,000.00
1-V	7,200.00
1-W	2,200.00
1-X	<u>130.00</u>

Total Deductions	\$ <u>176,980.00</u>
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Net General Contract Price	\$2,480,020.00
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Accept the unit price in Alternate #1-G of \$35.00 deduction for each toilet stall door omitted and the unit prices for more or less work as set forth on page C-10 of Proposal. It is further understood and mutually agreed that the Owner reserves the right to reinstate in the contract the work omitted in any of the alternates No. 1-B, 1-C, 1-D, 1-E, 1-I, 1-K, 1-N, 1-Q, 1-S, 1-U and 1-V, at the same price submitted for omitting them, provided they are reinstated within two weeks after the Contractor notifies the Architect that a decision on one or more of them must be made.

That the contract for Plumbing Work in the amount of \$292,616.00, be awarded to Graves & Graves Corp., Chicago, Illinois, detailed as follows:

Base Bid	\$ 297,500.00
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Deductions:

Alt. 2-B	\$ 1,389.00
2-C	135.00
2-D	110.00
2-F	1,150.00
2-G	950.00
2-H	<u>1,150.00</u>

Total Deductions	<u>4,884.00</u>
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Net Plumbing Contract Price	\$ 292,616.00
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Accept the unit price in Alternate 2-E of \$21.00 deduction for each water closet changed to a urinal fixture. It is understood and mutually agreed that the Owner reserves the right to reinstate in the contract the work omitted in any of the Alternates No. 2-B, 2-G and 2-H, at the same price submitted for omitting them provided they are reinstated within two weeks after the Contractor notifies the Architect that a decision must be made on one or more of them.

That the contract for Heating Work in the amount of \$376,366.00, be awarded to H. P. Reger & Co., Chicago 19, Illinois, detailed as follows:

Base Bid	\$ 543,470.00
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Deductive Alternates:

Alt. 3-B	\$95,200.00
3-C	51,100.00
3-E	230.00
3-F	420.00
3-G	7,640.00
3-H	2,300.00
3-I	1,850.00
3-L	6,730.00
3-K	<u>1,634.00</u>

Total Deductions	<u>167,104.00</u>
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Net Heating Contract Price	\$ 376,366.00
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It is understood and mutually agreed that the Owner reserves the right to reinstate in the contract the work omitted in any of the Alternates No. 3-B, 3-G and 3-L, at the same price submitted for omitting them, provided they are reinstated within two weeks after the Contractor notifies the Architect that a decision must be made on one or more of them.

That the contract for Electrical Work in the amount of \$339,803.00, be awarded to Virgil Cook & Son, Inc., DeKalb, detailed as follows:

Base Bid \$ 393,100.00

Deductive Alternates:

Alt. 4-B	\$ 809.00
4-C	165.00
4-D	15,775.00
4-E	4,586.00
4-F	285.00
4-G	1,199.00
4-H	1,688.00
4-J	12,000.00
4-L	2,850.00
4-M	6,272.00
4-N	3,603.00
4-O	2,167.00
4-P	<u>1,898.00</u>

Total Deductions 53,297.00

Net Electrical Contract Price \$ 339,803.00

It is understood and mutually agreed that the Owner reserves the right to reinstate in the contract the work omitted in any of the Alternates No. 4-B, 4-E, 4-F, 4-G, 4-J, 4-M, 4-O and 4-P, at the same price submitted for omitting them, provided they are reinstated within two weeks after the Contractor notifies the Architect that a decision must be made on one or more of them.

That the contract for Food Service Equipment in the amount of \$188,934.62, be awarded to Servco Equipment Co., St. Louis, Missouri, detailed as follows:

Base Bid \$ 214,386.88

Deductive Alternates:

Alt. 5-A	\$ 500.00
5-B	1,356.30
5-C	300.00
5-D	432.00
5-E	695.00
5-G	342.50
5-H	<u>3,616.80</u>

Total Deductions 7,242.60

The following further deductions are taken from the Contractor's itemized break-down of his proposal:

Omit Item 2	\$ 1,002.79
Omit Item 4	365.75
Omit one of Item 8	334.17
Omit Item 9	4,650.90
Omit three of Item 18	956.13
Omit two of Item 19	506.84
Omit two of Item 28	459.18
Omit four of Item 46	1,841.88
Omit four of Item 50	1,134.52
Omit two of Item 51	1,778.16
Omit four of Item 61	1,847.00

Omit Item 67	\$ 2,736.15
Omit two of Item 116	<u>596.19</u>

Total of Items Omitted	\$18,209.66
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Total Deductions (Deductive Alternates + Items omitted) \$25,452.26

Net Food Service Contract Price \$ 188,934.62

It is understood and mutually agreed that the Owner reserves the right to reinstate in the contract the work omitted in any of the Alternates No. 5-C, 5-D, 5-G, and 5-H, at the same price submitted for omitting them, provided they are reinstated within two weeks after the Contractor notifies the Architect that a decision must be made on one or more of them.

That the contract for Student Room Built-in Furniture in the amount of \$260,989.00, be awarded to Sligh-Lowry Furniture Co., Holland, Michigan, detailed as follows:

Base Bid	\$ 304,010.00
Deductive Alternates:	
Alt. 6-A	\$31,637.00
6-B	<u>11,384.00</u>
Total Deductions	<u>43,021.00</u>

Net Furniture Contract Price \$ 260,989.00

That the contract for Ventilating Work in the amount of \$177,910.00, be awarded to Thybar Corp., Addison, Illinois, detailed as follows:

Base Bid	\$ 190,820.00
Deductive Alternates:	
Alt. 7-B	\$ 8,000.00
7-C	4,360.00
7-D	<u>550.00</u>
Total Deductions	<u>12,910.00</u>

Net Ventilation Contract Price \$ 177,910.00

It is understood and mutually agreed that the Owner reserves the right to reinstate in the contract the work omitted in Alternate No. 7-C at the same price submitted for omitting it, provided it is reinstated within two weeks after the Contractor notifies the Architect that a decision must be made thereon.

That these awards shall not be effective until the awardees have been notified in writing by the Teachers College Board of the award of the pertinent contract.

Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Watson moved the adoption of the following Resolution:

WHEREAS the Teachers College Board pursuant to an advertisement for bids for the construction of a proposed university center building to provide various facilities for the student body at Northern Illinois University, heretofore published on the 10th day of October, 1960, did on the 17th day of November, 1960, at 10:30 A.M., at its offices in the City of DeKalb, Illinois, receive bids for the construction of a university center which said bids were taken under advisement by the Teachers College Board; and

WHEREAS the base bid of the Edward Gray Corporation, for general work, when decreased by the alternates taken in sequence specified, to wit: Alternates G-1, G-2, G-5, is the lowest bid submitted by any responsible bidder, and

WHEREAS the base bid of Berg Electric Co., Rochelle, for electrical work is the lowest bid submitted by any responsible bidder, and

WHEREAS the base bid of F. J. Bero & Co., Inc., Elgin, for plumbing work, is the lowest bid submitted by any responsible bidder, and

WHEREAS the base bid of Frank S. Bellis Heating & Plumbing, Berwyn, Illinois, for heating and air conditioning work is the lowest bid submitted by any responsible bidder, and

WHEREAS the base bid of Kallal Sheet Metal Co., DeKalb, for ventilating work, is the lowest responsible bid submitted by any responsible bidder, and

WHEREAS the base bid of Servco Equipment Co., St. Louis, Missouri, for food service equipment, is the lowest bid submitted by any responsible bidder,

NOW THEREFORE BE IT RESOLVED by the Teachers College Board

That the contract for general work in the amount of \$1,446,800 be awarded to Edward Gray Corporation, Inc., Chicago, detailed as follows:

Base Bid	\$1,499,600.00
Deductive Alternates:	
Alt. G-1	\$19,600.00
G-2	17,600.00
G-5	<u>15,600.00</u>
Total Deductions	<u>52,800.00</u>
Net Amount of Contract	\$1,446,800.00

It is understood and mutually agreed that the owner reserves the right to reinstate in the contract the work omitted in any of the alternates at the same price submitted for omitting them, provided they are reinstated within two weeks after the Contractor notifies the Architect that a decision on one or more of them must be made.

That the contract for electrical work in the amount of \$197,136 be awarded to Berg Electric Co., Rochelle, Illinois, and

That the contract for Plumbing Work in the amount of \$112,333 be awarded to F. J. Bero & Co., Inc., Elgin, Illinois; and

That the contract for Heating and Air Conditioning Work, in the amount of \$259,777 be awarded to Frank S. Bellis Heating & Plumbing, Berwyn, Illinois; and

That the contract for Ventilating Work, in the amount of \$103,406 be awarded to Kallal Sheet Metal Co., DeKalb, Illinois; and

That the contract for Food Services Equipment, in the amount of \$237,153.30 be awarded to Servco Equipment Co., St. Louis, Missouri; and

That these awards shall not be effective until the awardees have been notified in writing by the Teachers College Board of the award of the pertinent contract.

Mr. Reed seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Dunbar moved the adoption of the following Resolution:

WHEREAS the architect's original estimate on the cost of construction and allocation of funds for said cost of construction to complete:

PROJECT NO. ILL. 11-CH-101 (D)
Northern Illinois University
DeKalb, Illinois

was as follows:	Dormitory Project	Student Union Project	Total
1. Preliminary Expense-Soil Analysis	\$ 1,200		\$ 1,200
2. Construction			
a. Building-4 dormitory units	2,054,000		2,054,000
Food Service Units	911,000		911,000
Heating Plant	211,000		211,000
Student Union		2,238,000	2,238,000
b. Site Improvements	15,000	25,000	40,000
c. Utility Connections	6,000	6,000	12,000
d. Equipment (Fixed)	400,000	260,000	660,000
e. Contingencies	100,000	50,000	150,000
	3,697,000	2,579,000	6,276,000
3. Architectural-Engineering Services	162,000	142,500	304,500
4. Government Field Expense	3,750	3,750	7,500
5. Legal and Administration Expense	23,425	35,075	58,500
6. Interest during construction	190,225	227,275	417,500
7. Equipment - Movable	160,000	250,000	410,000
8. Project Contingency	12,400	12,400	24,800
Total	\$4,250,000	\$3,250,000	\$7,500,000

WHEREAS since said estimate was made and adopted by this Board bids have been taken on all phases of construction except a portion of the utility connection of said project; and

WHEREAS the said bids now permit the preparation of a more accurate estimate of the project costs;

NOW THEREFORE BE IT RESOLVED that the estimate of costs of construction based on said bids be revised, and the allocation of funds therefor be and the same is hereby revised as follows:

	Dormitory	University Center	Total
Construction			
a. Buildings	\$4,116,639	\$2,356,605	\$6,473,244
b. Utility Connections		26,000	26,000
c. Fixed Equipment	in (a)	in (a)	in (a)
d. Contingency	177,000	75,000	252,000
Architect's Fees	185,249	132,559	317,808
	\$4,478,888	\$2,590,164	\$7,069,052

Government Field Expense			\$ 7,500
Project Contingencies			<u>13,448</u>
Construction Sub-Total			\$7,090,000
Interest during Construction			520,000
Movable Equipment	\$ 160,000	\$ 300,000	460,000
Legal and Administrative Expense			<u>55,000</u>
			515,000
Grand Total Cost			\$8,125,000

Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Dunbar moved the approval of an addition in the amount of \$386 to the contract of Roy C. Williams, Marengo, Illinois, for Heating and Ventilation, Married Student Housing, for the addition of louvers to two doors leading to trans-former room. (Payable from Construction Funds, Series '59.) Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Dunbar moved approval of credits in the amount of \$4,907.68, to the contract of Berg Electric Co., Rochelle, for electrical work in the Fire Safety Rehabilitation Program, by substituting Spurling Equipment for Notifier Equipment, as follows:

Administration Building and McMurry Building	\$2,909.68
(Credit to Rehabilitation Fund)	
Williston Hall (Credit to Series '50)	1,998.00

Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Dunbar moved the approval of an addition in the amount of \$374.00 to the contract of Northern Illinois Construction Co., DeKalb, for work in the fire safety rehabilitation program, for one extra aluminum window installed on Auditorium Stage. (Payable from Rehabilitation Funds.) Mr. Watson seconded the motion, roll was called the the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Illinois State Normal University

Mr. Dunbar moved that the Board authorize the Chairman and Secretary of the Teachers College Board to sign a contract, subject to securing funds for the project, with the architects, Lankton, Ziegele, Terry & Associates, Peoria, for preparation of plans and specifications for a Men's Physical Education Building, on the West Campus. Mr. Reed seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Dunbar moved, after a preliminary view of a rough draft of the plans and specifications for the Men's Physical Education Building, that the architects, Lankton, Ziegele, Terry & Associates, of Peoria, again present these plans to the Board at its January meeting. Mr. Ropp seconded the motion and it was unanimously carried.

Mr. Dunbar moved approval of the following items to repair damage resulting from flooding the Centennial Building:

Painting Stairwell, Corridor & 6 Rooms	\$ 375.00
Sanding & Refinishing Table Tops	135.00
Repair Ceramic Tile	75.00
Replace 2 12x15 Rugs	384.00
Replace books & prints	35.50
	<u>\$ 1,004.50</u>

and that application be made through the Department of Finance for payment from the State's Emergency Fund. Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Dunbar moved approval of plans and specifications submitted by Schaeffer, Wilson & Evans, Bloomington, for Residence Hall Addition on the south side of Feeney Center; to authorize the architects to advertise for bids to be presented at the Board's February meeting; and further, if the bids are within the estimate, to authorize the sale of bonds at the February meeting. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Eastern Illinois University

Mr. Dunbar moved to award contract in the amount of \$9,997, to Dorsey O. Crail, Charleston, lowest responsible bidder, to remodel an area in the Lantz Gymnasium for use of the University Health Service; and to approve architect's fees. Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Dunbar moved that the Board authorize the Chairman and Secretary of the Teachers College Board to sign a contract subject to securing funds for the project, with the architects, Lundeen & Hilfinger, Bloomington, Illinois, for an addition to Pemberton Hall. Mr. Reed seconded the motion and it was unanimously carried.

Western Illinois University

Mr. Dunbar moved approval of an addition of a book conveyor in the amount of \$5,200 plus architect's fees, to the contract for general work on the Library, of Fred Harbers' Sons, Peoria, Illinois. Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Dunbar moved that Western be authorized to employ a civil engineer to prepare plans and specifications and to secure bids for the installation of a 5-foot drain tile in the creek bed, from Murray Street south into the Ravine, a distance of approximately 150 feet. (Payable from Contractual Services.) Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Aye	Mr. Summers	Aye
Mrs. Madlener	Absent	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Summers moved that, there being nothing further to come before the meeting at this time, the meeting be adjourned until the next regularly scheduled meeting in Chicago, on January 16, 1961. Mr. Watson seconded the motion and it was unanimously carried.

R. A. Stipes, Jr.
Chairman

Clarence R. Ropp
Secretary

REPORT OF
EASTERN ILLINOIS UNIVERSITY

January 16, 1961

I. STUDENTS

A. Winter Quarter, 1960-61, Enrollment

1. University - On Campus	<u>Men</u>	<u>Women</u>	<u>Total</u>	<u>Total One Year Ago</u>
a. Full-Time Students				
Freshmen	656	435	1091	915
Sophomores	387	254	641	569
Juniors	298	178	476	393
Seniors	237	121	358	461
Graduates	25	7	32	26
Unclassified	<u>28</u>	<u>9</u>	<u>37</u>	<u>17</u>
Total	1631	1004	2635	2381
b. Part-Time Students				
Undergraduates	14	37	51	40
Graduates	<u>12</u>	<u>11</u>	<u>23</u>	<u>59</u>
Total	26	48	74	99
Total Students	1657	1052	2709	2480
Full-Time Equivalent			2615	2446

2. Campus Laboratory School Enrollment

Boys - 271 Girls - 257 Total - 528

B. Scholarships, Winter Quarter, 1960-61

Teacher Education	1022
Military	126
Legislative	32
Special Education	0
Illinois State Scholarship Commission	31

C. Undergraduate Classes of Less than Ten, Fall Quarter, 1960

Enrollment of 5 - 9	29
Enrollment of 2 - 4	10

D. Graduate Classes of Less than Five, Fall Quarter, 1960

Enrollment of 1 - 4	5
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II. FACULTY

A. Disability Leave

- Charles H. Coleman, Professor of Social Science, has been on sick leave since September 16, 1960, and will go on disability under the University Retirement System as of February 1, 1961.

B. Returned from Disability Leave

- Chenault Kelly, Associate Professor of English, returned from disability leave as of December 5, 1960.

C. Changes in Assignment

1. Lucina P. Gabbard, Substitute Instructor of English, terminated her substitute duty as of December 1, 1960, but was re-employed for one-third time duty for the three months of the winter quarter beginning December 5, 1960, at the salary rate of \$540.00 per month.
2. Mildred Hofacker, Substitute Instructor of Speech, changed to two-thirds time duty during the three months of the winter quarter from three-fourths time duty during the fall quarter.

D. Graduate Assistants

1. Phyllis Kannmacher, Graduate Assistant in Speech, on leave without salary beginning November 3, 1960, until January 9, 1961.

E. Additions to Substitute Instructor List for 1960-61

The following additions should be made to the substitute instructor list, as shown in the October 31, 1960, Board Report.

1. Mrs. Ruth Carey, M.S.
2. Mrs. Elsie Leipholz, B.S.
3. Mrs. Jane Stackhouse, B.S.
4. Mrs. Sarah P. Kiang, M.S.

F. Part-Time Faculty Assistant

1. Charlotte Baker has been appointed as a part-time Faculty Assistant beginning December 16, 1960, to handle routine work in connection with the summer program in science under the National Science Foundation. She will be paid at the rate of \$250 per month, but will be on the payroll at one-half that amount per month during most of the time between now and the beginning of the institute. Funds for this position are provided by the National Science Foundation project budget and no part of this expense is met by the university.

OTHER EMPLOYEES

A. Leave of Absence

1. Helen J. Whalen, Assistant Recorder in the Records Office, leave of absence without salary from November 7, 1960, to January 1, 1961.
2. Mary M. Swinford, Cook's Helper in the Union Cafeteria, disability leave beginning November 2, 1960.

B. Dismissed

1. Inez Kelly, Cook's Helper in the Union Cafeteria, dismissed during probationary period as of November 30, 1960.

C. Resignation

1. D. Maxine Chappell, Clerk Typist I in the Records Office, resigned as of December 31, 1960.

D. Replacement

1. Wanda J. Hughes, Clerk Typist I in the Records Office, at a salary of \$200.00 per month beginning January 4, 1960, replacing Maxine Chappell, resigned.
2. Billie D. Scott, Cook's Helper in the Union Cafeteria, at a salary of \$185.00 per month beginning January 9, 1961, replacing Inez Kelly, dismissed.

E. Change in Status and/or Salary

1. Gerrold Ewing, Plumber, change in prevailing rate to \$3.70 per hour as of June 13, 1960, and \$3.80 per hour as of May 1, 1961.
2. Paula K. Ashby, Temporary Clerk Stenographer I in Testing Services and Physical Plant Office, to Clerk Stenographer I, as of September 1, 1960.
3. Mary L. Warren, Temporary Clerk Stenographer I in the President's Office, to Clerk Stenographer I, as of September 12, 1960.

F. Change in Name

1. Mary Ann Elliott, Clerk Typist I in the Library, to Mary Ann Barkey.

G. Temporary Appointments

1. Billie Darline Scott, Temporary Cook's Helper in the Union Cafeteria, at a salary of \$185.00 per month beginning September 28, 1960, as needed.
2. Mildred Bushart, Temporary Cook's Helper in the Laboratory School, at a salary of \$185.00 per month beginning November 4, 1960, as needed.

H. New Appointment

1. Gary A. Baumgarten, Grill Cook in the Union Snack Bar, at a salary of \$235.00 per month beginning December 4, 1960. (Position approved October 31, 1960.)

I. New Positions

1. Permission is requested to employ a full-time Key Punch Operator for our IBM room. We are now using student help extensively for this, and it is only moderately satisfactory. This is especially true because of the need for training new people each time a student leaves school or finds his schedule does not permit further work in the IBM room. This would be a civil service position with a salary range of \$200 to \$275.
2. We had included in our biennial budget and our internal budget for 1960-61 a position for an additional watchman. We now have one policeman and three watchmen. We believe it would be best to appoint the new person as a "Supervisor of Security and Traffic." The salary range at Normal for this position is \$425 to \$650. We would ask for the same range from the proper authorities. We believe that a person of this caliber could relieve the Dean of Students Office of considerable work with respect to parking and traffic and could add to the efficiency of our present men. We request permission to make the appointment at this level instead of at the level previously approved.

V. CURRICULUM

A. National Science Foundation Institute

Eastern Illinois University has been awarded a grant of \$76,500 for support of a summer institute in botany, chemistry, physics, and zoology for high school teachers of science. The award covers full salaries or part salaries for four staff members and one director for a period of eight weeks, during the summer of 1961. It also covers certain stipends for board and room to be allowed the participants and for secretarial and administrative costs. The institute will be under the direction of Dr. Weldon Baker, Associate Professor of Chemistry. Dr. Baker directed last summer's successful institute and had directed at least one such program in another university before coming to Eastern.

IX. PURCHASES

A. New Automobile

1. Permission is requested to get bids on a new passenger automobile preferably of the Mercury-Oldsmobile-Pontiac class. We now have an eight-cylinder Ford, a six-cylinder Ford, a six-cylinder Chevrolet and two Corvairs. We also have a station wagon and a limousine.

Quincy Doudna
President

Report of
ILLINOIS STATE NORMAL UNIVERSITY

January 16, 1961

I. STUDENTS

A. First Semester 1960-1961 Classes with Enrollments of Less than Ten

<u>Department</u>	<u>Size of Class</u>			
	<u>Undergraduate</u>		<u>Graduate</u>	
	<u>0-4</u>	<u>5-9</u>	<u>0-4</u>	<u>5-9</u>
Agriculture	2	5	0	0
Art	1	2	3	1
Biological Sciences	2	2	2	1
Business Education	0	0	0	1
Education and Psychology	1	6	0	6
English	1	5	3	1
Foreign Languages	3	5	1	0
Geography	0	2	0	1
Health and Physical Education (men and women)	0	1	2	2
Health and Physical Education (men)	2	1	0	0
Health and Physical Education (women)	0	0	0	0
Home Economics	0	5	1	0
Industrial Arts	0	4	3	0
Library Science	0	2	0	0
Mathematics	0	0	0	2
Music	1	6	1	2
Physical Sciences	0	1	0	1
Social Sciences	0	1	0	3
Speech	<u>2</u>	<u>5</u>	<u>2</u>	<u>0</u>
	15	53	18	21

B. Beginning Freshman Enrollment and Rank in Class by Departments, September, 1960*

<u>Department</u>	<u>Highest Third</u>	<u>Middle Third</u>	<u>Lowest Third</u>	<u>Not Known</u>	<u>Total Freshmen</u>
Agriculture	6	20	1	0	27
Art	15	10	1	0	26
Biological Sciences	12	12	2	0	26
Business Education	47	29	5	0	81
Elementary	205	106	8	0	319
English	76	13	1	0	90
French	4	0	0	0	4
Geography	1	1	0	0	2
Health and P.E. (Men)	13	28	7	0	48
Health and P.E. (Women)	39	25	4	0	68
Home Economics	20	12	0	0	32
Industrial Arts	8	13	2	1	24
Junior High School	10	3	0	0	13
Latin	4	0	0	0	4
Mathematics	72	16	3	1	92
Music	21	13	1	0	35
Physical Sciences	17	6	1	0	24
Social Sciences	54	36	2	0	92
Spanish	3	0	0	0	3
Special Education	106	40	4	0	150
Speech	6	6	0	0	12
Undecided	<u>92</u>	<u>70</u>	<u>13</u>	<u>0</u>	<u>175</u>
Total	831	459	55	2	1347

*This does not include transfer, unclassified, or special students.

<u>1960</u>		<u>1959</u>	
Highest one-third	61.7%	Highest one-third	58.5%
Middle one-third	34.1%	Middle one-third	36.6%
Lowest one-third	4.1%	Lowest one-third	4.5%
Rank not available	<u>.1%</u>	Rank not available	<u>.4%</u>
Total	100.0%	Total	100.0%

II. FACULTY

A. Leaves of Absence

1. Sabbatical

The following persons are eligible for sabbatical leaves on the basis of the length of time they have been at Illinois State Normal University and as coming within the quota of the number of persons entitled to sabbatical leaves based on the size of the faculty.

- a. Mr. James Brubeck, Instructor in Business Education (1961-1962 schoolyear, at half pay)
- b. Miss Lucile Crosby, Assistant Professor and Assistant Librarian (First Semester of 1961-1962 schoolyear, at full pay)
- c. Miss Pauline Drawver, Assistant Professor of English (Second Semester of 1961-1962 schoolyear, at full pay)
- d. Miss Margery Ellis, Assistant Professor of French (Second Semester of 1961-1962 schoolyear, at full pay)
- e. Margaret Jorgensen, Assistant Professor of Psychology (Second Semester of 1961-62 schoolyear at full pay)
- f. Miss Betty Keough, Assistant Professor of Health and Physical Education (1961-1962 schoolyear, at half pay)
- g. Mr. James Roderick, Assistant Professor of Music (1961-1962 schoolyear, at half pay)
- h. Miss Ruth Stroud, Assistant Professor of the Teaching of English (Second Semester of 1961-1962 schoolyear, at full pay)
- i. Miss Vermell Wise, Assistant Professor of English (1961-1962 schoolyear, at half pay)

B. Appointments

1. Continuation of Present Faculty Members Who Have Been on a Temporary Appointment

- a. Mrs. Dorothy Hostettler, as Instructor in Education and Supervisor of Off-Campus Student Teaching, for the second semester of the 1960-1961 school year, at a salary rate of \$640.00 per month, \$2880.00 for the four and one-half months for which the appointment is made.

2. Reinstatement

- a. Mrs. Norene Kurth, as Instructor in Business Education, effective January 30, 1961, for the second semester of the 1960-1961 school year, at a salary rate of \$480.00 per month (4/5 of full time), \$2160.00 for the four and one-half months of the second semester, to take the place of Mr. Warren Perry, on leave.

3. Replacements

- a. Miss Mary McMullan, as Assistant Professor of Art, effective January 30, 1961, at a salary rate of \$900.00 per month, \$4050.00 for the four and one-half months of the second semester, to take the place of Miss Nancy Schramm, on temporary appointment. Miss McMullan has bachelor's and master's degrees from the University of Missouri. For the past seven years she has been Consultant for the Unified Arts Program in the Oak Park Public Schools.
- b. Mary Comfort Towle, M.A., Teachers College, Columbia University, as Instructor in Education and Residence Hall Director, effective February 1, 1961, for five months at a salary rate of \$480.00 per month, a total of \$2400.00 for the five months as a replacement for June E. Uphaus.
- c. Mr. Frederick Wilcox, as Faculty Assistant in Education with assignment at the Illinois Soldiers' and Sailors' Children's School, effective from January 16, 1961 to June 30, 1961, at a salary rate of \$455.00 per month, \$2275.00 for the period for which the appointment is made, to fill a vacancy which will occur the last of January. Mr. Wilcox will receive his bachelor's degree from Eastern Illinois University at the end of the first semester.
- d. The following students are recommended for approval as Faculty Assistants to carry out the program and serve in places used in past years at a salary rate of \$120.00 per month, \$540.00 for the four and one-half months of the second semester of the 1960-1961 school year.

Edward T. Anderson, Industrial Arts
Sharon L. Grichnik, Test Service

4. New Position (Previously authorized by the Teachers College Board)

- a. Carolyn Ann Osborn, B.S. University of Michigan, as faculty assistant in Health and Physical Education for Women, effective January 30, 1961, for four and one-half months at a salary rate of \$560.00 per month, a total of \$2520.00 for the four and one-half months.
- b. Mr. Donald E. Reed, as a faculty assistant in the Biological Sciences, effective January 30, 1961, at a salary rate of \$400.00 per month, \$1800.00 for the four and one-half months of the second semester. Mr. Reed has his bachelor's degree from Municipal University of Wichita.

5. Change in Assignment

Because of a resignation it is necessary to increase the assignment of Mrs. Janet Boeh. Her salary should be increased from \$120.00 per month to \$160.00, effective January 30, 1961.

III. OTHER EMPLOYEES

A. Resignations

1. Mr. James B. Anderson, Kitchen Laborer, effective October 23, 1960, in order to accept other employment.
2. Mr. Dewayne L. Brickman, Maintenance Repairman, effective December 16, 1960, in order to accept other employment.
3. Miss Linda J. Leesman, Clerk Stenographer II in the Mathematics Department, effective December 23, 1960, in order to accept other employment.

4. Mrs. Janice A. Robinson, Secretary (Transcribing) to the Director of the Division of University Extension, effective November 30, 1960, for health reasons.
5. Mrs. Elsie Sparks, Clerk Typist II in the Bureau of Appointments, effective October 25, 1960, due to moving out of town.

B. Retirement

1. Mr. John H. Erbe, Grounds Foreman, effective December 31, 1960.

C. Continuation of Disability Leave

1. Miss Edna L. Erickson, Clerk Stenographer III in the Department of Biological Sciences, from November 21, 1960, for an indefinite period.
2. Mr. Fred I. Stiles, Assistant Farmer, from November 28, 1960, for an indefinite period.

D. Change in Assignment

1. Mrs. Katherine Bourgerie, as Clerk Typist II in the Department of Foreign Languages on a full-time basis, effective November 14, 1960. (Board Report, October 31, 1960, III-J-1)

E. Change in Salary Rate

1. Miss Susan Bonnett, Clerk Typist I in the Business Office, from a salary rate of \$230.00 per month to \$240.00, effective February 1, 1961, due to satisfactory completion of probationary period.
2. Mr. Richard C. Christianson, Carpenter, from a per hour rate of \$3.50 to \$3.55, \$603.50 per month, retroactive to November 10, 1960.
3. Miss Judith Claudon, Clerk Stenographer I in the Department of Health and Physical Education for Men, from a salary rate of \$235.00 per month to \$250.00, effective February 1, 1961, due to satisfactory completion of probationary period.
4. Miss Mary Ann Cusey, Clerk Stenographer III in the Special Education Division, from a salary rate of \$285.00 per month to \$300.00, effective January 1, 1961, due to satisfactory completion of probationary period.
5. Mrs. Janet Davis, Clerk Stenographer II in the Business Education Department, from a salary rate of \$250.00 per month to \$265.00, effective January 1, 1961, due to satisfactory completion of probationary period.
6. Mr. William Dorethy, Assistant Purchasing II, from a salary rate of \$575.00 per month to \$610.00, effective January 1, 1961, due to satisfactory completion of probationary period.
7. Miss Georgene Goeken, Clerk Typist I in the Office of the Dean of Women, from a salary rate of \$225.00 per month to \$240.00, effective January 1, 1961, due to satisfactory completion of probationary period.
8. Mrs. Alma Green, Clerk Typist II in the Business Office, from a salary rate of \$225.00 per month to \$240.00, effective January 1, 1961, due to satisfactory completion of probationary period.
9. Mr. Alvin Hedstrom, Stores Clerk, from a salary rate of \$325.00 per month to \$340.00, effective February 1, 1961, due to satisfactory completion of probationary period.

10. Mr. Albert Kieseewetter, Assistant Farmer, from a salary rate of \$305.00 per month to \$335.00, effective January 1, 1961, in accordance with agreement of Local #1110.
11. Mr. Francis J. Leary, Carpenter, from a per hour rate of \$3.50 to \$3.55, \$603.50 per month, retroactive to November 10, 1960.
12. Mrs. Ruth Liescheidt, Inventory Supervisor, from a salary rate of \$340.00 per month to \$350.00, effective January 1, 1961, due to satisfactory completion of probationary period.
13. Mr. Harold L. Lower, Carpenter, from a per hour rate of \$3.50 to \$3.55, \$603.50 per month, retroactive to November 10, 1960.
14. Mrs. Lucille E. Murray, Food Service Supervisor in the University Union, from a salary rate of \$375.00 per month to \$400.00, effective January 1, 1961, due to satisfactory completion of probationary period.
15. Mr. Robert H. Nickrent, Carpenter, from a per hour rate of \$3.50 to \$3.55, \$603.50 per month, retroactive to November 10, 1960.
16. Mr. Donald Peasley, Stores Clerk, from a salary rate of \$350.00 per month to \$360.00, effective January 1, 1961, due to satisfactory completion of probationary period.
17. Mrs. Dorothy Quick, Clerk Stenographer II in the Business Office, from a salary rate of \$275.00 per month to \$280.00, effective January 1, 1961, due to satisfactory completion of probationary period.
18. Miss Patricia Talbert, Clerk Stenographer II in the Recorder's Office, from a salary rate of \$245.00 per month to \$260.00, effective December 1, 1960, due to satisfactory completion of probationary period.
19. Mr. John Van Dyke, Broadcasting Engineer, from a salary rate of \$375.00 per month to \$405.00, effective January 1, 1961, due to satisfactory completion of probationary period.
20. Miss Barbara Whitmer, Clerk Stenographer II in the Speech Department, from a salary rate of \$275.00 per month to \$285.00, effective January 1, 1961, due to satisfactory completion of probationary period.
21. Mrs. Valerie J. Witten, Clerk Stenographer II in the Geography Department, from a salary rate of \$250.00 per month to \$265.00, effective December 1, 1960, due to satisfactory completion of probationary period.

F. Change in Classification

1. Mrs. Jolly Crist, from Clerk Stenographer II to Clerk Stenographer III, effective January 1, 1961.

G. Appointments (Replacement)

1. Miss Jacquelyn Barker, as Clerk Typist II in the Publicity Office, at a salary rate of \$125.00 per month (half-time), effective December 3, 1960, to take the place of Mrs. Katherine Bourgerie, transferred to full-time in the Department of Foreign Languages.
2. Mr. Dewayne L. Brickman, as Maintenance Repairman, effective November 3, 1960, at a salary rate of \$350.00 per month, to take the place of Mr. Harvey Mays, transferred to Housing Maintenance Supervisor.
3. Mrs. Betty J. Ells, as Clerk Typist II in the Bureau of Appointments,

at a salary rate of \$250.00 per month, effective October 25, 1960, to take the place of Mrs. Elsie Sparks, resigned.

4. Mrs. Reta L. Green, as Cook, at a salary rate of \$215.00 per month, effective October 2, 1960, to take the place of Mrs. Jessie Lyons, resigned.
5. Mr. Willie Halden Lee, as Kitchen Laborer, at a salary rate of \$245.00 per month, effective October 28, 1960, to take the place of Mr. James Anderson, resigned.
6. Mrs. Aileen Alice Marty, as Secretary (Stenographic) in the Office of the Director of University Extension and Field Services, at a salary rate of \$380.00 per month, effective November 14, 1960 to take the place of Mrs. Janice Robinson, resigned.

H. Appointments (New Position)

1. Mrs. Doris R. Rogers, as Clerk Typist I in the Housing Office, at a salary rate of \$225.00 per month, effective October 3, 1960. (Board Report, August 8, 1960, III-G-1.)
2. We would like to create a new Stationary Engineer position in our Power Plant effective February 1, 1961. This position is needed because of very real pressures resulting from the increase in buildings the past several years. The work load in maintaining and repairing mechanical equipment as well as the steam distribution system on campus, can no longer be handled by the present staff. We do not have sufficient staff to assign two men to a shift. Many of the repairs required occur as night emergencies; and we have to call back employees on an overtime basis since one man must always be on duty in the Power Plant.

IV. THE ORGANIZATION

A. The Calendar

The following calendar is presented for the school year 1961-1962, and the summer of 1962.

First Semester, 1961-1962

Sunday, September 10--Convocation for parents and new students

Monday, September 11--Student teachers report

--Freshmen report

--General faculty meeting

--Registration for late afternoon, evening and Saturday classes, 6:30 P.M.

Tuesday, September 12--Thursday, September 14-- Registration

Friday, September 15--Classes begin

Monday, October 9--Central Division meeting of Illinois Education Association

Friday, October 27--Saturday, October 28--Annual Homecoming

Monday, November 13--D-F reports due

Wednesday, November 22--Thanksgiving vacation begins at 12:00 noon

Monday, November 27--Classwork resumes

Wednesday, December 20--Christmas vacation begins after scheduled classes

Thursday, January 4--Classwork resumes

Saturday, January 20--Thursday, January 25--Final examinations

Friday, January 26--First semester ends

Second Semester, 1961-1962

Monday, January 29--Student teachers report
--Registration for late afternoon, evening, and Saturday
classes, 6:30 P.M.
Tuesday, January 30--Thursday, February 1--Registration
Friday, February 2--Classes begin
Monday, April 2--D-F reports due
Saturday, April 14--Spring vacation begins after scheduled classes
Tuesday, April 24--Classwork resumes
Tuesday, May 29--Theses and research papers due from candidates for degrees on
June 9
Wednesday, May 30--Memorial Day holiday
Saturday, June 2--Thursday, June 7--Final examinations
Friday, June 8 -- Second semester ends
Saturday, June 9-- One-hundred-third annual commencement

Summer Session, 1962

Monday, June 18--Registration for eight-weeks session
Tuesday, June 19--Classes begin
Wednesday, July 4--Independence Day holiday
Tuesday, July 31--Theses and research papers due from candidates for degrees
on August 10
Thursday, August 9--Friday, August 10--Final examinations
Friday, August 10--Eight-weeks session closes
--Commencement
Monday, August 13--Registration for post session
--Classes begin at 2:00 P.M.
Friday, August 31--Post session closes

X. MISCELLANEOUS

1. The University has been granted a 1961 Summer Institute for persons in the field of Guidance and Counseling under the National Defense Act.

Mr. Garry Walz, Professor of Psychology, is Director of the Institute.

2. Permission to use a State station wagon for transportation to the debate tournament at the College of William and Mary in Williamsburg, Virginia, from January 30 to February 5, 1961. Since this is the period between semesters and the students would be able to register in advance, they will miss only one day of classes.

Robert G. Bone
President

Report of
NORTHERN ILLINOIS UNIVERSITY

January 16, 1961

STUDENTS

Explanatory note on size of classes

The table below excludes registrations for "private" lessons in music, for independent study on the graduate level, and for student teaching.

	<u>First Semester</u>	
	<u>1959-1960</u>	<u>1960-1961</u>
<u>Number of Classes Under 10</u>		
Undergraduate	11	19
Undergraduate and Graduate	6	15
Graduate	<u>1</u>	<u>9</u>
Total	18	43
<u>Number of Classes Under 5</u>		
Undergraduate	-	-
Undergraduate and Graduate	1	-
Graduate	<u>5</u>	<u>6</u>
Total	6	6

FACULTY

Withdrawal of Request for Leave of Absence

Mr. J. Hal Connor, director of professional publications, granted leave of absence with salary for the spring semester, 1961, has withdrawn his request.

Change of Status

Dr. Wilbur A. Smith, associate professor, Department of Music, to acting head, Department of Music, second semester, 1960-1961, during the leave of absence granted to Dr. Maurice Weed.

Resignations

Miss Peggy J. Weaver, assistant resident adviser, Neptune North Residence Hall, as of October 18.

New Degree

Mr. Harold A. Winters, Ph.D., Northwestern University, Department of Earth Sciences.

Payment of Substitutes - Northern Illinois Elementary and Junior High School

November 7: Mrs. Florence Rush for Mrs. Mary L. Riccio who was ill
November 14: Mrs. Eunice Hartman for Miss Agnes Wilson who was ill
December 7-8: Mrs. Rachel Burchard for Miss JoAnne Stone (death in family)

Appointments for the Autumn Semester, Previously Approved by the Board in October, 1960, to be continued if needed for the Spring Semester

Department of Business Administration

		<u>Monthly</u>	<u>Total</u>
Mr. John S. Koach	Faculty Assistant	\$ 260	\$ 1170
Mr. Bernard R. Oosting	Professor	135	607.50
Mr. Gerald O. Wine	Instructor	140	630

Department of Foreign Languages

		<u>Monthly</u>	<u>Total</u>
Mrs. Ruth Tsotsis	Instructor	\$ 480	\$ 2160
Mrs. Maria Vazquez	Instructor	320	1440

Department of Journalism

Mr. Robert L. Baker	Instructor	380	1710
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Department of Mathematics

Mrs. Helen B. Wells	Instructor	512	2304
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Department of Physics

Mr. Aki Yokosaw	Associate Professor	210	945
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New Appointments - Positions Previously Approved by the Board

Miss Audrey J. Conley, instructor, Department of Nursing Education, at a salary of \$7020 for nine months beginning November 7, 1960. Miss Conley received her bachelor's and master's degrees from Western Reserve University. She served as nursing instructor at St. Vincent's Charity Hospital in Cleveland, Ohio, and as educational director at Misericordia Hospital, New York City.

Mr. Philip L. Shields, coordinator, Student Financial Aids, beginning on September 1, 1960, at a salary of \$680 per month for twelve months. (Mr. Shields was inadvertently omitted from the August Board Report.) He earned his bachelor's and master's degrees at Indiana State Teachers College, Terre Haute, and has taught in the schools of Indiana, coming to Northern from a position at Northwestern University.

Replacement

Mr. Charles F. Story, assistant professor, Department of Business Administration, at a salary of \$3150 for four and one-half months beginning February 1, replacing Mr. Fred Poor who will be on leave of absence. Mr. Story earned his bachelor's degree at the University of Wisconsin and his master's degree from the University of Chicago, coming to Northern from a position at E. L. Schofield, Inc., Rockford. This is a temporary appointment.

Leaves of Absence Without Salary - 1961-1962

Mr. Kenneth Clayton, assistant professor, Department of the Biological Sciences, to accept an already awarded National Science Foundation Faculty Fellowship which will enable him to spend fifteen months in research at the University of Michigan and move toward the completion of his doctorate.

Mr. Vernon Ludeman, assistant professor, University Junior High School, to complete course work for the doctorate in education at Colorado State College, Greeley.

Mr. Ernest Parry, instructor, Department of Industrial Arts, to complete course work for his doctorate at the University of North Carolina.

Mr. William V. Vilhauer, assistant professor, Department of Speech, to complete course work and if possible, other requirements for the doctorate in speech at the University of Iowa.

Leaves of Absence at One-Half Salary -- 1961-1962

Mr. Romae J. Cormier, assistant professor, Department of Mathematics, to fulfill the residence requirements for the doctorate in mathematics at the University of Missouri.

Miss Roberta L. Harrison, instructor, University Library, to pursue graduate study at the University of Illinois.

Dr. Frances J. Huey, professor, Department of Education, to study teaching practices in the areas of human development and early childhood education employed in selected institutions.

Dr. Louis Lerea, professor, head of the Department of Speech, to study the educational and administrative systems employed by the Israeli Ministry of Education.

Mrs. Edra E. Lipscomb, assistant professor, University Elementary School, to complete requirements for the doctorate at Indiana University.

Mr. William J. Moffat, instructor, Department of Music, to pursue graduate work leading toward the doctorate in the field of music at the University of Illinois.

Mr. Reynolds Whitney, Jr., assistant professor, Department of Music, to continue work on the doctorate at the University of Illinois or, with the authorization of the University of Illinois, at the Academy of St. Cecilia in Rome.

Dr. Esther Williams, professor, Department of Education, to spend the autumn semester studying linguistics and philosophy of education at the University of Minnesota or Columbia University, and to spend the spring semester studying teacher education programs in other countries, particularly in the Union of South Africa and New Zealand.

Leaves of Absence for One Semester at Full Salary - 1961-1962

Dr. Orville Baker, professor, head of the Department of English, to spend the autumn semester, 1961-1962, studying Renaissance literature abroad, especially Italian literature in Italy in order to qualify himself better to teach our course in comparative sixteenth century literature.

Dr. John Bower, professor, Department of Chemistry, to spend the autumn semester, 1961-1962, pursuing course work in spectroscopy, x-ray diffraction, instrumentation or radiochemistry and in addition, initiating a research project at the University of Illinois which he can continue on his return to help him to qualify to teach at sixth-year and doctoral levels.

Dr. Dorothy Lucke, professor, Department of Home Economics, to spend the spring semester, 1961-1962, studying courses which deal with the food habits of man and beginning research in nutrition and behavior at a university yet to be selected -- research which may be carried on here when she returns to help develop the graduate program of the department.

Dr. J. Howard Nelson, professor, Department of Business Administration, to spend the spring semester, 1961-1962, studying marketing management at a university not yet selected (probably Harvard, the University of California or the University of Pittsburgh) in order to strengthen his ability to instruct marketing management courses here.

Dr. Frederick W. Rolf, professor, Department of Chemistry, for the spring semester, 1961-1962, to study as many phases of chemistry as possible, with special emphasis on analytical, inorganic, and physical chemistry, at the University of Illinois.

Mr. John J. Twombly, assistant professor, Department of the Social Sciences, for the autumn semester, 1961-1962, to complete work on his doctoral dissertation at the University of Illinois.

Return from Leave of Absence

Dr. William R. Seat, associate professor, Department of English, who has been on leave for post doctoral research in the libraries of London, England - returning for the spring semester, 1961.

Mr. George Stevens, assistant professor, Department of Earth Sciences, completing work on his doctorate at the University of Wisconsin - returning for the spring semester, 1961.

III. OTHER SCHOOL EMPLOYEES

New Positions

Elizabeth E. Sincox, health service nurse, Student Health Service, @ \$350 per month, as of 9/26, per August Board Report.

Frances R. Gustafson, cashier II, Business Services (Cashier's Office), @ \$285 per month, as of 10/1, in lieu of tabulating machine operator II, per April Board Report.

Rosemary H. Nelson, clerk-stenographer III, Special Education Consultant, @ \$300 per month, as of 10/1, per September Board Report.

William A. Nolan, policeman, Security & Traffic, @ \$330 per month, as of 10/3, per April Board Report.

Warren E. Cooke, janitor, Physical Plant, @ \$330 per month, as of 10/3, vacant position per Internal Budget.

Elaine L. Ayers, typing clerk II, Business Services (Inventory), @ \$255 per month, as of 11/1, per October Board Report, in lieu of clerk-typist II.

Roy E. France, division chief accountant, Business Services (Accounting), @ \$730 per month, as of 11/1, per April Board Report.

Thomas S. Kingstad, automotive mechanic helper, Transportation, @ \$380 per month, as of 11/1, to be raised to \$400 per month at the completion of the probationary period, per Internal Budget, in lieu of assistant automotive mechanic.

Robert E. White, Jr., policeman, Security & Traffic, @ \$330 per month, as of 11/7, per April Board Report, in lieu of groundsman.

Ruby Diehl, cook's helper, Food Services, @ \$210 per month, as of 11/1, per October Board Report.

Judith A. Worrall, library clerk I, Library, @ \$230 per month, as of 11/28, to receive an increase not to exceed \$245 per month, upon supervisory recommendations at the completion of a successful probationary period, per October Board Report.

Ann B. Szukis, clerk-typist II, Admissions, @ \$260 per month, as of 11/29, to receive an increase not to exceed \$280 per month, upon supervisory recommendations at the completion of a successful probationary period, per October Board Report.

Replacements

Maxine L. Thuestad, clerk-stenographer II, Housing Office, @ \$285 per month, as of 9/26, replacing Colette Simcox, resigned 9/30

Viola R. Berke, clerk-stenographer I (temporary), Education, @ \$260 per month, as of 9/26, replacing Barbara Kemp, on leave of absence.

Annette M. Kempa, clerk-stenographer I (temporary), Education, @ \$280 per month, as of 9/29, replacing Barbara Kemp, on leave of absence.

Russell J. Shaver, maintenance equipment operator, Grounds, @ \$355 per month, as of 10/1, replacing Harve Ruth, transferred.

Margaret A. Abbott, clerk-typist II, Williston Hall, @ \$260 per month, as of 10/17, to receive an increase not to exceed \$275 per month, upon supervisory recommendations at the completion of a successful probationary period, replacing LaVonne Jensen, resigned 10/20.

Gail L. Russie, janitor, Physical Plant, @ \$330 per month, as of 10/20, replacing Russell Bjelk, resigned 10/11 at noon.

Helen F. Farley, clerk-stenographer II, Alumni & Publicity, @ \$290 per month, as of 10/24, replacing Eleanor Hegland, resigned 10/28.

Robert L. Miner, policeman, Security & Traffic, @ \$330 per month, as of 10/25, replacing William Walsh, on leave of absence.

Dorothy M. McConn, clerk-stenographer III, Vice President - Instruction, @ \$350 per month, as of 11/1, to receive an increase not to exceed \$370 per month, upon supervisory recommendations at the completion of a successful probationary period, replacing Rosemary Nelson, transferred.

Sharon M. Drendel, clerk-typist II, Alumni & Publicity, @ \$260 per month, as of 11/7, to receive an increase not to exceed \$275 per month, upon supervisory recommendations at the completion of a successful probationary period, replacing Martha Miller, resigned 11/2.

William F. Sullivan, routeman helper, Business Services (Central Receiving), @ \$350 per month, as of 11/21, replacing Donald Schaefer, resigned 11/18.

Annette M. Kempa, cashier I (temporary), Business Services (Cashier's Office), @ \$280 per month, as of 11/21, replacing Faith Peura, on leave of absence.

Dennis D. Heins, inventory clerk, Business Services (Inventory), @ \$350 per month, as of 11/28, replacing William Sullivan, transferred.

Agnes S. Johnson, cook, Food Services, @ \$225 per month, as of 11/28, replacing Rachel Stone, on leave of absence.

M. Leota Hindenburg, clerk-typist II, Audio-Visual, @ \$260 per month, as of 12/1, to receive an increase not to exceed \$275 per month, upon supervisory recommendations at the completion of a successful probationary period, replacing Evalyn Cheadle, transferred.

Frances A. Carr, janitress, Physical Plant, @ \$240 per month, as of 12/1, replacing Agnes Schroeder, retired 12/16.

Evalyn E. Cheadle, clerk-typist II, Veterans' Office, @ \$270 per month, as of 12/1, replacing Leona Cadie, resigned 11/18.

Ruth A. Perkins, janitress, Physical Plant, @ \$240 per month, as of 12/7, replacing Lillian Peterson, on leave of absence.

Peter S. Smoltich, stores clerk, Neptune Central, @ \$370 per month, as of 12/7, replacing Thomas Gallagher, on leave of absence.

Pattye S. Forrester, clerk-stenographer III, Dean of Men's Office, @ \$305 per month, as of 12/12, replacing Marlene Davis, resigned 12/30.

Annette M. Kempa, clerk-stenographer II, Business Administration, @ \$280 per month, as of 12/12, replacing Pattye Forrester, transferred.

Marilyn E. Donaldson, typing clerk II, Business Services (Inventory), @ \$260 per month, as of 12/27, replacing Elaine Ayers, transferred.

Change of Status

Shirley L. Dirksen, nurse (temporary irregular), Lorado Taft Campus, @ \$55 per week for two weeks as of 10/1.

Paul I. Judah, watchman (temporary irregular), Security, @ \$1.90 per hour for 92 hours, as of 10/1 (hours worked in September).

Robert J. Wenzel, draftsman (temporary irregular), Physical Plant-Grounds, @ \$1.85 per hour for 154 hours, as of 10/1.

Wilma W. Murray, switchboard operator (temporary irregular), Business Services, @ \$1.50 per hour for 47.7 hours, as of 10/1.

Rosemary H. Nelson, clerk-stenographer III, Vice President - Instruction, @ \$300 per month, to Special Education Consultant, as of 10/1.

James J. Vannucci, Jr., janitor, Physical Plant, from \$330 per month to \$360 per month, as of 10/1, retroactive to 9/11, per union negotiations.

Marian O. Arnold, clerk-typist II, Typist Pool, @ \$137.50 per month, as of 10/3, one-half time position (Stenographic Pool position reallocated).

Louise B. Baker, clerk-typist II, Typist Pool, @ \$135 per month, as of 10/3, one-half time position (Stenographic Pool position reallocated).

Alice E. Hett, clerk-stenographer II, English, from \$280 per month to \$300 per month, as of 10/11, completion of probationary period.

Howard Cook, electrician, Physical Plant, from \$3.65 per hour to \$3.75 per hour, as of 10/15, per Department of Labor.

Charles F. Dugan, electrician, Physical Plant, from \$3.65 per hour to \$3.75 per hour, as of 10/15, per Department of Labor.

Ernest S. Youngren, electrician, Physical Plant, from \$3.65 per hour to \$3.75 per hour, as of 10/15, per Department of Labor.

Armande N. Vasilopoulos, clerk-typist II, Admissions, from \$230 per month to \$255 per month, as of 10/18, completion of probationary period.

Barbara A. Lindgren, payroll clerk II, Business Services (Personnel), @ \$325 per month, to payroll clerk III, @ \$345 per month, as of 11/1.

Ann P. Madison, clerk-stenographer II, Admissions, @ \$270 per month, to clerk-stenographer III, @ \$300 per month, as of 11/1.

Bernard F. Jordan, policeman, Security & Traffic, @ \$360 per month, to groundsman, Grounds, as of 11/1, no change in salary (position reallocated).

Robert J. Wenzel, draftsman, (temporary irregular), Physical Plant-Grounds, @ \$1.85 per hour for 53 hours, as of 11/1.

Wilma W. Murray, switchboard operator (temporary irregular), Business Services, @ \$1.50 per hour for 83.2 hours, as of 11/1.

Florence Stuart, typing clerk II, Business Services (Purchasing), from \$235 per month to \$255 per month, as of 11/2, completion of probationary period.

Betty L. Jackson, clerk-typist III, Business Services (Purchasing), from \$260 per month to \$285 per month, as of 11/2, completion of probationary period.

Darla A. Owen, clerk-stenographer II, History, from \$260 per month to \$285 per month, as of 11/2, completion of probationary period.

George C. Olson, routeman helper, Business Services (Central Receiving), from \$340 per month to \$370 per month, as of 11/2, per union negotiations.

Dorothy E. Wiebenga, accounting clerk II, Business Services (Accounting), from \$275 per month to \$300 per month, as of 11/3, completion of probationary period.

Aline Lindus, cook, Food Services, from \$225 per month to \$255 per month, as of 11/7, per union negotiations.

Leona M. Kelly, clerk-stenographer III, Business Services (Purchasing), from \$280 per month to \$305 per month, as of 11/9, completion of probationary period.

William F. Sullivan, inventory clerk, Business Services (Inventory), @ \$350 per month, to routeman helper, Business Services (Central Receiving), as of 11/21, no change in salary.

Gilbert H. Gordon, janitor, Physical Plant, from \$330 per month to \$360 per month as of 11/23, per union negotiations.

Nellie F. Anderson, cook's helper, Food Services, from \$210 per month to \$240 per month, as of 11/28, per union negotiations.

Donna M. Hough, clerk-typist II, Registrar's Office, from \$230 per month to \$245 per month, as of 12/1, completion of probationary period.

Mary E. Peterson, clerk-stenographer III, Student Activities, from \$280 per month to \$300 per month, as of 12/1, completion of probationary period.

Joan B. Smith, typing clerk II, Library, from \$240 per month to \$260 per month, as of 12/1, completion of probationary period.

Robert J. Wenzel, draftsman (temporary irregular), Physical Plant-Grounds, @ \$1.85 per hour for 115 hours, as of 12/1.

Robert L. Myers, janitor, Physical Plant, from \$330 per month to \$360 per month, as of 12/11, per union negotiations.

Carolyn J. Anderson, clerk-stenographer II, Women's P.E., from \$240 per month to \$260 per month, as of 12/13, completion of probationary period.

Janet L. Lytle, clerk-stenographer I, Admissions, from \$235 per month to \$250 per month, as of 12/13, completion of probationary period.

Carol Ann Stover, clerk-typist II, Registrar's Office, from \$235 per month to \$255 per month, as of 12/13, completion of probationary period.

Beverly J. Truman, clerk-stenographer II, Physical Science, from \$240 per month to \$260 per month, as of 12/13, completion of probationary period.

Sandra L. Williams, clerk-typist II, Bio. Science-Earth Science, from \$230 per month to \$245 per month, as of 12/13, completion of probationary period.

Louise O. McKenzie, cook's helper, Food Services, from \$210 per month to \$240 per month, as of 12/18, per union negotiations.

Judith A. Scott, library clerk I, Library, from \$230 per month to \$245 per month, as of 12/20, completion of probationary period.

Pattye S. Forrester, clerk-stenographer II, Business Administration, @ \$280 per month, to clerk-stenographer III, Dean of Men's Office, @ \$305 per month, as of 12/12.

Ervin Woods, junior laboratory attendant, Physical Science, @ \$400 per month, to maintenance equipment operator, Grounds, @ \$385 per month, as of 12/28.

Leave of Absence

Beverly J. Swanson, clerk-stenographer III, University Food Services, from 10/1 through 12/31.

Barbara J. Kemp, clerk-stenographer I, Education, from 10/17 through 12/4.

Faith M. Peura, cashier I, Business Services (Cashier's Office), from 10/28 through 1/31.

Rachel Stone, cook, Food Services, from 11/1 to indefinite.

William H. Walsh, policeman, Security & Traffic, from 11/19 to indefinite.

Thomas J. Gallagher, stores clerk, Neptune Central, from 12/29 to indefinite.

Return from Leave of Absence

Barbara J. Kemp, clerk-stenographer I, Education, as of 11/28.

Change of Name

Donna M. Lucas, to Donna M. Hough, as of 11/1.

Rosemary H. Nelson, to Rosemary H. Hedstrom, as of 12/26.

Retirement

Agnes Schroeder, janitress, Physical Plant, as of 12/16.

Disciplinary Suspension

Samuel Naylor, kitchen laborer, Food Services, from 12/9 through 1/2/61.

Resignations

Paul Judah, watchman (temporary irregular), Security, as of 9/14.

Viola Berke, clerk-stenographer I (temporary), Education, as of 9/28.

Russell Shaver, maintenance equipment operator, Grounds, as of 10/7.

Russell Bjelk, janitor, Physical Plant, as of 10/11 at noon.

LaVonne Jensen, clerk-typist II, Williston Hall, as of 10/20.

Eleanor Hegland, clerk-stenographer II, Alumni & Publicity, as of 10/28.

Martha Miller, clerk-typist II, Alumni & Publicity, as of 11/2 at noon.

Beverly Waite, clerk-stenographer II, Stenographic Pool, as of 11/11.

Leona Cadie, clerk-typist II, Veteran's Office, as of 11/18.

Donald Schaefer, routeman helper, Business Services (Central Receiving), as of 11/18.

Susan Thomas, clerk-typist II, Admissions, as of 12/1.

Wilbert Krickeberg, kitchen laborer, Food Services, as of 12/15.

Sharon Grady, clerk-stenographer II, Alumni & Publicity, as of 12/23.

Marlene Davis, clerk-stenographer III, Dean of Men's Office, as of 12/30.

Eleanor Wells, clerk-stenographer III (temporary), University Food Services, as of 12/23.

V. THE CURRICULUM

Additions to the Graduate Faculty

Department of Biological Sciences

Dr. Sidney Mittler, Ph.D., University of Michigan

Department of Earth Sciences

Dr. Harold A. Winters, Ph.D., Northwestern University

Department of Education

Dr. Frank B. Miller, Ph.D., University of Kentucky

Department of Social Sciences

Dr. Henry J. Merry, Ph.D., University of London

Faculty and Graduate Assistants - Positions Previously Approved by the BoardResignations

Department	Name	Effective Date
Art	Glen P. Ives	January 28, 1961
Business Administration	Clarence M. Markham	December 5, 1960
English	Christine M. Hamilton	December 15, 1960
Industrial Arts	Richard W. Dickson	January 28, 1961

X. PURCHASESOne (1) 8-station high-speed collator for Duplicating Department

Flick Copies Co., Rockford - Halverson Model 8-E	\$1,875.00*
The Book Shop, Inc., Joliet "	1,955.00
Halverson Products Co., Chicago "	2,000.00

Payable from budgeted funds - Duplicating Department
Equipment, General Revenue

Three (3) Style 25 Grinnell, 57" practice pianos - Music Department

This model was selected as it is considered by the Music Department to be superior in design for use as a practice piano.

Grinnell Bros., Detroit, Michigan	\$2,433.00*
Lyon-Healey Co., Chicago	No bid
Mel Elliott Music Center, DeKalb	No bid
Palmer Music House, DeKalb	No bid

Payable from General Revenue, Music Department, Equipment

* Signifies low bid

All bids were solicited in accordance with approved purchasing regulations.

MISCELLANEOUSGroundbreaking

Ground was broken on Thursday, December 8, for the residence hall group south of the University Apartments and for the University Center on Normal Road. Representatives of the firms of architects and contractors, Northern's resident Board member, faculty and students participated in the ceremonies.

Leslie A. Holmes
President

REPORT OF
WESTERN ILLINOIS UNIVERSITY

January 16, 1961

I. Students

A. Enrollment, Winter Quarter, 1960-61*

	<u>Men</u>	<u>Women</u>	<u>Total</u>	<u>Total One Year Ago</u>
<u>Resident</u>				
<u>Undergraduates, full-time</u>				
Seniors	274	151	425	----
Juniors	294	175	469	----
Sophomores	383	239	622	----
Freshmen	555	385	940	----
Special	<u>0</u>	<u>0</u>	<u>0</u>	----
	1506	950	2456	
<u>Undergraduates, part-time**</u>				
Seniors	10	19	29	----
Juniors	2	19	21	----
Sophomores	3	4	7	----
Freshmen	1	6	7	----
Special	<u>4</u>	<u>12</u>	<u>16</u>	----
	<u>20</u>	<u>60</u>	<u>80</u>	
Total undergraduates	1526	1010	2536	2577
<u>Graduate Students**</u>				
Full-time	16	5	21	----
Part-time	<u>82</u>	<u>39</u>	<u>122</u>	
Total graduate students	<u>98</u>	<u>44</u>	<u>142</u>	163
Total resident students	1624	1054	2678	2740
<u>Campus School</u>				
Kindergarten	18	21	39	47
Elementary	162	166	328	335
High School	<u>93</u>	<u>118</u>	<u>211</u>	<u>212</u>
	273	305	578	594

* Completed 12/19/60

** Includes 1st Semester Sat. & evening classes

Evening School (figures included in resident totals shown in foregoing)

Evening and/or Saturday only students:	38 undergraduates	108 graduates
Daytime students with evening and/or Saturday only classes:	2 undergraduates	4 graduates

Full-Time Equivalent

	Men		Women		Total		Total
	Indi- vidu- als	Full- time equiv.	Indi- vidu- als	Full- time equiv.	Indi- vidu- als	Full- time equiv.	Equivalent One Year Ago
<u>Resident</u>							
Graduates	98	47.3	44	19.0	142	66.3	----
Under- graduates	<u>1526</u>	<u>1514.0</u>	<u>1010</u>	<u>1027.7</u>	<u>2536</u>	<u>2541.7</u>	----
	1624	1561.3	1054	1046.7	2678	2608.0	2602
<u>Extension*</u>							
Graduates	15	5	90	30	105	35	----
Under- graduates	<u>35</u>	<u>8.8</u>	<u>69</u>	<u>17.2</u>	<u>104</u>	<u>26</u>	----
	50	13.8	159	47.2	209	61	
Grand total	1674	1575.1	1213	1093.9	2887	2669.0	

	Winter Qr. 60-61	Winter Qr. 59-60
No. students who paid full fees	2,480	----
No. students who paid part fees	52	----
No. students who paid part fees and part-time extension fees to equal full fees	6	----
No. students who paid part-time extension fees	209	----

Veterans (included in foregoing)

	Men	Women	Total	One Year Ago
Public Law 894 (16)	1	0	1	4
Public Law 550	74	0	74	298
Public Law 634	5	12	17	5
Military Scholarships	<u>133</u>	<u>0</u>	<u>133</u>	<u>89</u>
	213	12	225	396

B. Scholarship Students, Winter Quarter, 1960-61

	Student Activity Fees	Graduation Fees
Teacher Education Scholarships	1,041	4
Military Scholarships	135	2
General Assembly Scholarships	17	
Special Education Scholarships	4	
Illinois Scholarship Commission	25	

* First Semester classes

C. Small Classes, Winter Quarter, 1960-61

Department	Undergraduate		Graduate	
	0-4	5-9	0-4	5-9
Art		2		
Biological Sciences		1		1
Business Education		1		
Chemistry		3		
Education		1		2
English		3	3	
Foreign Language	1	3		
Home Economics		5		
Industrial Arts	1	1		
Library Science		1		
Music		3		

Physical Education (Men)	2	9		
Physical Education (Women)	1	6		
Physics		2		
Speech	1	1		
Visual Education	<u>3</u>	<u>4</u>	<u>3</u>	<u>3</u>
	9	46		

II. Faculty

A. Leave of Absence

1. Mr. Leslie J. Van Etten, Assistant Professor of Agriculture, requests leave of absence without salary for the academic year, 1961-62, to travel, to observe horticulture practices in other states and other universities, and perhaps to take some additional university work in the field of horticulture. This request has the approval of the department head and the Dean of Arts and Sciences.

B. Resignation

1. Miss Diana Kline, who had been employed as temporary Instructor in the Department of English for the winter quarter, 1960-61, requested release from her contract due to illness in her immediate family.
2. Dr. Aristotel J. Pappelis, Assistant Professor of Biological Sciences, resigned effective December 31, 1960 in order to accept a position at Southern Illinois University.

C. Appointments

1. Miss Vera Gene Morris was employed as temporary Instructor in the Department of English for the winter quarter, 1960-61, at \$450 per month for a three-quarter teaching load to replace Diana Kline. Miss Morris holds the Ph.D. from the University of Chicago and the M.A. from the University of Colorado. She has had thirty-six years of teaching experience, having retired from the Macomb public school system in the spring of 1960.
2. Western has received a request to organize an extension class in Industrial Arts 348, General Safety, in Canton for the second semester, 1961-62. Since a regular staff member is not available to teach this class, we request permission to employ Mr. George Mathis, a member of the Canton public schools staff, for this purpose. Mr. Mathis holds the B.S. and M.S. degrees from the University of Illinois, and he has done additional work at Northwestern and Michigan State. He will be paid at the rate of \$10 per class hour, or a total of \$480 for the semester, which will be paid in one sum on the May 1961 pay roll. This recommendation has the approval of the Head of the Industrial Arts Department and the Dean of the School of Education.

D. Appointment of Graduate Assistants

1. Robert Dills, B.A., State University of Iowa - Education (Admissions) at \$120 per month for the winter quarter, 1960-61.
2. Arthur W. Hagener, B.S. in Ed., Western Illinois University - Education (Laboratory Experiences) at \$120 per month for the winter quarter, 1960-61.
3. Dorothy Koller, B.S. in Ed., Western Illinois University - Education (Elementary) at \$120 per month for winter quarter, 1960-61.
4. Martha Gentry Weldon, B.S. in Ed., Eastern Illinois University - Women's Physical Education at \$120.00 per month for winter quarter, 1960-61.

E. Additions to Substitute Teacher List

1. Kenneth Williams, B.S. in Ed., Western Illinois University
2. Claudia Durst Johnson, B.S., Western Illinois University

F. Request to Enroll for Courses

The following faculty member has requested to enroll in a course for credit as listed:

Robert E. Vanni, Instructor, Physical Education - Education 511,
Second Semester 1960-61.

III. Other Employees

A. Resignations

1. Jane Weaver, Clerk Stenographer I in the Office of the Director of Athletics, WCS-105, effective December 30, 1960.
2. Sharon Lynn Chenoweth, Secretary (S) in the Office of the Provost, WCS-50, effective January 14, 1961.
3. Kay B. Jenkins, Clerk Typist I in the Department of Speech and Dramatic Art, WCS-155, Effective January 31, 1961.

B. Appointments

1. Beverly D. Fisher was reinstated as Clerk Stenographer II in the Office of the Dean of Public Services, WCS-138, as of December 1, 1960. Mrs. Fisher had been on leave without salary since October 1.
2. Aldena L. Purdy was employed effective December 19, 1960 as Clerk Stenographer I in the Office of the Athletic Director, WCS-105, at \$250 per month. She replaced Jane Weaver.
3. Mr. Lawrence H. McKinzey was employed as Janitor, WCS-169, effective December 27, 1960 at \$330 per month. This is a new position approved by the Board on December 5, 1960.
4. Bernice A. Haynes was employed as Clerk Stenographer I in the Business Office, WCS-167, beginning January 3, 1961 at \$250 per month. She replaced Helen White, transferred.
5. Verl W. Smith was reinstated as Maid, WCS-131, effective January 3, 1961 at \$240 per month. She had been on leave without salary since October 14, 1960.

C. Changes in Duties, Classification and/or Salary

1. Gervase R. DeHaven, Electrician, WCS-13, was increased to \$3.80 per hour effective January 1, 1961 in accordance with notice from the Department of Labor.
2. The following employees completed their probationary periods and their salaries were increased as of January 1, 1961:

Marie L. Horrell, Janitress, WCS-162, \$270
Nell R. Purdum, Janitress, WCS-164, \$270

3. Helen N. White, Clerk Stenographer I in the Business Office, WCS-167, was promoted to Secretary (s) in the Office of the Provost, WCS-50, effective January 9, 1961 at a salary of \$300 per month. She replaced Sharon L. Chenoweth, resigned.

D. Temporary Appointments and Terminations

1. Nancy A. Biggs was employed as temporary Clerk Typist I at \$250 per month from December 5 to 8, 1960, inclusive, as a substitute in the Security Office.
2. Patricia R. Barrett was employed as temporary Clerk Stenographer I at \$250 per month from December 2 (noon) to 11, and December 15 (noon) to 19, 1960, inclusive, as a substitute in the Department of Social Science.
3. The employment of Laura J. Litchtfuss, who was employed as temporary Clerk Stenographer II in the Office of the Dean of Public Services during the leave of Beverly Fisher, was terminated as of December 1, 1960. Mrs. Litchtfuss also worked December 16, 19 and 30, 1960 as a substitute in the Public Services and Placement offices.
4. The employment of N. Frances Vincent, temporary Maid, was terminated as of December 31, 1960. She had substituted during the leave of absence of Vearl W. Smith.

IV. The Organization

A. Calendar for 1961-62:

Fall Quarter, 1961

September 5-6	Orientation
September 7-8	Registration, Fall Quarter
September 11	Fall classes begin at 8:00 a.m.
November 21	Thanksgiving Vacation begins 5:00 p.m.
November 27-28-29	Final examinations
November 30	Grades due 12:00 noon

Winter Quarter, 1961-62

December 4-5	Registration, Winter Quarter
December 6	Classes begin 8:00 a.m.
December 20	Christmas vacation begins 5:00 p.m.
January 3	Classes resume 8:00 a.m.
February 28, March 1-2	Final examinations
March 3	Final grades due 12:00 noon

Spring Quarter, 1962

March 7-8	Registration, Spring Quarter
March 9	Classes begin 8:00 a.m.
April 18	Easter vacation begins 5:00 p.m.
April 24	Classes resume 8:00 a.m.
May 25-28-29	Final examinations
May 29	Senior grades due 4:00 p.m.
May 30	Memorial Day
May 31	All other grades due 9:00 a.m.
June 3	Commencement

First Summer Session, 1962

June 11	Registration
June 12	Classes begin 8:00 a.m.
July 4	Holiday
July 19	1st Summer Session closes 12:00 Noon
	Grades due 4:00 p.m.

Second Summer Session, 1962

July 19	Registration begins 12:00 noon
July 20	Classes begin 8:00 a.m.
August 24	2nd Session closes 12:00 noon
August 25	Grades due 9:00 a.m.

IX. Purchases

A. Equipment for Visual Education

Bids were received as listed below on the following:

- 1 Radio and transcription player, model R164V
- 1 Projection stand, Taylor model adjusto stand
- 1 Projection table, model W40
- 1 Projection table, model W26
- 1 Motion picture projector, 16mm, model MI 1338D-RCA
- 1 Bell & Howell wall amplifier, model 385C-10
- 2 Tape recorders and play back, Revere model T202
- 2 Projection screens, model Educator EDB
- 1 Projection screen, model Educator EDL
- 1 Filmstrip projector, model 750C
- 1 Filmstrip previewer, model 200
- 1 Slide projector, model Tru-Automatic 808

Less trade-in items:

- 1 Craig Projects Editor, Inv. #2767
- 1 Sonomaster record player, Inv. #2934
- 1 Sonomaster record player, Inv. #2930
- 1 Portable screen, Inv. #2782
- 1 S.V.E. projector, model AAA, Inv. #2780
- 1 S.V.E. projector, model AA, Inv. #2781
- 1 S.V.E. projector, model AAA, Inv. #738
- 1 Slide projector, Inv. #3603
- 1 Turner microphone, Inv. #5631
- 1 Splice Master film splicer, Inv. #2778
- 1 Tape recorder, Crest Wood, Inv. #2930
- 1 Sound Mirror tape recorder, Inv. #2789
- 1 Delineascope slide projector, Inv. #2925

Educational Aids Service, Evanston	\$1,860.50	
Less trade-in	<u>238.00</u>	\$1,622.50
 Illini Audio-Visual Educational Service, Peoria..	 2,254.05	
Less trade-in	<u>586.05</u>	1,668.00
 Eastin-Phelan Corp., Davenport, Iowa	 2,248.35	
Less trade-in	<u>548.35</u>	1,748.35
(error in subtraction)		
 Watland, Inc., Chicago	 Incomplete bid	
The Camera Shop, Jacksonville.	Incomplete bid	

This was advertised in the Champaign News Gazette.

It is recommended that the lowest complete bid submitted by Educational Aids Service be accepted. The expenditure will be made from General Revenue as provided in the Equipment budget for the Audio-Visual Department.

B. Replacement of Automobile

Bids were received as follows on one 1961 four-door sedan, less trade-in (1957 Ford) as authorized at the December 5, 1960 meeting of the Board:

Mounce Motors, Inc., Macomb		
Oldsmobile D-88	\$3,516.00	
Less trade-in	<u>1,518.00</u>	\$1,998.00

Lawyer Buick Co., Macomb			
Buick LeSabre		\$3,389.50	
Less trade-in		<u>1,200.00</u>	\$2,189.50
Howe Motor Sales, Macomb			
Mercury Monterey		3,501.00	
Less trade-in		<u>976.46</u>	
		2,524.54	
Less Edsel credit coupon		<u>300.00</u>	2,224.54
Brown Motor Sales, Macomb			
Chrysler Newport		3,451.95	
Less trade-in		<u>1,191.95</u>	2,260.00
Carnahan Pontiac Sales, Macomb			
Pontiac Star Chief		3,553.44	
Less trade-in		<u>1,200.00</u>	2,353.44

Macomb Motors, Macomb Bid did not meet specifications

This was advertised in the Champaign News-Gazette.

It is recommended that the low bid of Mounce Motors, Inc., be accepted. The expenditure will be made from General Revenue - Equipment as provided in the budget for the Transportation Department.

C. Purchase of Automobile

Bids were received as listed on one 1961 four-door station wagon as authorized at the December 5, 1960 meeting of the Board:

	<u>Make</u>	<u>Standard Transmission</u>	<u>Automatic Transmission</u>
Lindsey Motor Co., Macomb	Lark	\$1,897.59	\$2,021.59
Cross Motor Sales, Macomb	Rambler	1,939.00	2,089.00
Mounce Motors, Inc., Macomb	Corvair	1,998.00	
Macomb Motor Co., Macomb	Falcon	2,020.00	2,150.00
Carnahan Pontiac Sales, Macomb	Tempest	2,100.00	2,228.00
Brown Motor Sales, Macomb	Valiant		2,250.00
Howe Motor Sales, Macomb (Also alternate bid which was not acceptable)	Comet	2,159.00	2,319.00
Lawyer Buick Co., Macomb	Special	2,375.00	2,550.00

This was advertised in the Champaign News-Gazette.

It is recommended that the low bid of Lindsey Motor Co. for a Lark with standard transmission be accepted. The expenditure will be made from General Revenue - Equipment as provided in the budget for the Transportation Department.

X. MISCELLANEOUS

A. Transfer from Contingency

We respectfully request the Teachers College Board to petition the Governor to release from our Contingency appropriation in Income Fund - Educational Operations (current balance \$307,790) the sum of \$2,000 to be transferred to the line item, Refunds. This sum will be necessary to cover requests for refunds during the remainder of the biennium.

B. History of Western

The administration endorses the following recommendation of the Publications Committee:

The Publications Committee hereby recommends that the University authorize an official History of Western. It further recommends Dr. Victor Hicken be given some released time for the purpose of writing this publication. Except for the time required, it would be expected to be on a self-supporting basis.

A. L. Knoblauch
President

MINUTES OF THE MEETING OF THE TEACHERS COLLEGE BOARD
Conrad Hilton Hotel
Chicago, Illinois

January 16, 1961

The regularly scheduled meeting of the Teachers College Board convened at 8:30 A.M., Monday, January 16, 1961, in the Conrad Hilton Hotel, Chicago, Illinois. Mr. R. A. Stipes, Jr., Chairman of the Board, presided.

Mr. Stipes called the meeting to order, roll was called and the following members answered present:

Mr. R. A. Stipes, Jr. Chairman	Mr. Morton H. Hollingsworth
Mr. Alexander Summers, Vice-Chairman	Mrs. Harriet Lowden Madlener
Mr. Clarence R. Ropp, Secretary	Mr. William E. Reed
Mr. Carl Dunbar	Mr. Chauncey B. Watson
Mr. Vernon L. Heath	Mr. George T. Wilkins

The following member was absent:

Mr. Edward H. Jenison

Also present were the following:

Dr. Leslie A. Holmes, President
Mr. Z. Harold Dorland
Northern Illinois University

Dr. Robert G. Bone, President
Dr. Arthur Larsen
Dr. Clifford Horton
Mr. Preston Ensign
Illinois State Normal University

Dr. Quincy Doudna, President
Eastern Illinois University

Dr. A. L. Knoblauch, President
Mr. J. M. Grigsby
Western Illinois University

Dr. Richard G. Browne, Executive Officer
Mr. Richard F. Dunn
Mr. Arthur Samore
Teacher College Board

Mr. William P. Froom, the Board's appointee; Mr. O. T. Banton, of the Lindsay-Schaub Newspapers, Decatur; Mr. Dave Haake, of the Bloomington Pantagraph, Bloomington; Miss Helen Fleming, of the Chicago Daily News; and Mr. Schultz, of the Chicago Sun-Times, were present representing newspaper coverage of this meeting.

Mr. Summers moved approval of the minutes of the meeting of December 5, 1960. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Stipes read a letter from the International Cooperation Administration, United States of America, Operations Mission to the West Indies and Eastern Caribbean, thanking the Board for granting leave to Dr. Doudna to evaluate and assist in advancing the educational program of the West Indies Federation. The letter further stated that the services of Dr. Doudna had been of very great value and praised him highly for the quality of his work.

Mr. Stipes announced that Mr. James A. Ronan, newly appointed Director of Finance, had been invited to attend this meeting, but added that Mr. Ronan had declined because his appointment has not been confirmed.

Mr. Stipes announced that Mr. Hollingsworth's appointment to a term ending in January, 1965, had been confirmed by the Senate.

Mr. Stipes read a letter from Senator George E. Drach, Assistant Majority Leader in the Senate, requesting that a leave of absence be granted to Miss Denysia Bastas, of the Central Office, in order that she might work for him in the Senate during the next five months. Mr. Stipes said he thought this request should be granted, and Board members agreed.

Mr. Stipes reported that he had sent letters of appreciation to many individuals and organizations, thanking them for work done on behalf of the bond issue, and said that he had had very nice replies from several of them.

REPORTS OF OFFICERS OF THE BOARD

Dr. Browne presented his Report No. 90 as Executive Officer of the Board, which consisted of three parts: Part I, Illinois Higher Education in the Sixties; Part II, Operating Budget Requests, 1961-63; Part III, Status of Appropriations, January 1, 1961.

Mr. Stipes thanked Dr. Browne for an excellent Report, commenting that the Board was very fortunate in being able to learn so much from one report. Mr. Stipes expressed special thanks for the excellent explanation of the budgets.

REPORTS OF THE PRESIDENTS

Northern Illinois University

Dr. Holmes presented the Report for Northern Illinois University.

Mrs. Madlener moved approval of the Report for Northern Illinois University, as presented by President Holmes. Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Dr. Holmes reported to the Board that on January 11, Northern was accepted as a member of the Association of American Colleges. He explained that in order to be eligible for membership, the institution must have a complete college of liberal arts and sciences, headed by a dean. He added that now it would be possible for Northern to work with other schools doing a similar type of thing.

Mr. Stipes welcomed Mr. William Harris, Acting Manager of the Education Department of the Illinois State Chamber of Commerce, to the meeting. He also welcomed Dr. Clifford Horton, Head of the Physical Education Department for Men, at Illinois State Normal University, to the Board meeting. At the Building

Committee meeting on Sunday, Mr. Stipes had introduced Dr. Horton and commended him for his many years of service.

Illinois State Normal University

Dr. Bone presented the Report for Illinois State Normal University, and asked that two names be deleted from the list of requests for Sabbatical leaves.

Mr. Ropp moved approval of the report of Illinois State Normal University, as presented by Dr. Bone. Mr. Wilkins seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Members discussed the recent emergency at ISNU caused by a breakdown in the electrical circuit. Mr. Ensign reported that the men who put in the most time on this problem, some of them working as long as thirty hours straight, are administrative employees and not allowed overtime payment. Thus in some instances, men working under the supervision of these administrators received larger checks than the administrators. Dr. Browne pointed out that it is the theory of administrative classification that such employees are allowed a longer vacation and greater freedom on the job as management employees. Board members expressed great appreciation for the work of the staff at ISNU, keeping the damage resulting from this breakdown at a minimum.

Eastern Illinois University

Dr. Doudna presented the Report for Eastern Illinois University.

Mr. Reed moved approval of the report for Eastern Illinois University as presented by President Doudna. Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Western Illinois University

Dr. Knoblauch presented the Report for Western Illinois University.

Mr. Hollingsworth moved approval of the Report for Western Illinois University, as presented by President Knoblauch. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Dr. Bone requested releases from Contingency for Printing and Commodities.

Mr. Hollingsworth moved permission be granted to Illinois State Normal University to request releases from Contingency, as follows:

\$10,300 for Printing
\$93,500 for Commodities

Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

REPORTS OF COMMITTEES

Mr. Stipes, Chairman of the Committee to Select an Executive Officer, reported that this Committee hoped to have an announcement at the February meeting.

Policy Committee

Mr. Ropp, Chairman, presented the following Resolution and moved its adoption:

WHEREAS the Teachers College Board adopted, (November, 1959), a policy of prohibiting postseason athletic competition, and

WHEREAS our four universities are all members of the Interstate Intercollegiate Athletic Conference, and

WHEREAS the above Conference has approved, (December, 1960), a regulation which restricts postseason athletic competition for its members, which regulation has been endorsed by the various faculties of the Conference schools;

NOW THEREFORE BE IT RESOLVED that the Teachers College Board remove from its "Board Policies" any reference to postseason competition and that the four universities be guided in this matter by the rules as set forth by the Interstate Intercollegiate Athletic Conference.

Mr. Hollingsworth seconded the motion, and it was unanimously carried.

Mr. Ropp presented the following resolution on Outdoor Teacher Education and moved its adoption:

For programs of outdoor education in the preparation of teachers, each university shall charge fees to cover such costs as room, board and transportation for University students assigned to such programs.

For each university which must rent facilities for the program, a reasonable amount may be budgeted to cover rental of such facilities.

Each university is authorized to transfer to this program board fees for those housed on campus.

Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Building Committee

Northern Illinois University

Mr. Dunbar moved approval of reinstatement of alternates for the University Center, as follows:

Edward Gray Corp., Inc., Chicago - General Contract
Alternate G-1 in the amount of \$19,630.00, to provide
anodized finish on first floor interior aluminum doors
and side lights; aluminated finish on outer doors and
cast bronze lettering; pre-cast concrete roof deck;

plus architect's fees; subject to the approval of the Housing and Home Finance Agency. (Payable from Construction Funds, Series '60.) Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved approval of alternates for the Residence Hall Group I, as follows:

Felmley Dickerson Co., Bloomington - General Contract
Alternate 1-K in the amount of \$9,300.00, to provide
space for the second boiler and auxiliaries in the
heating plant to serve the Residence Hall Group;

Virgil Cook & Sons, Inc., DeKalb - Electrical Work
Alternate 4-F, in the amount of \$285.00, to provide
plug-in type circuit breakers for bolted in type
specified in base bid;

plus architect's fees; subject to the approval of the Housing and Home Finance Agency. (Payable from Series '60, Construction Funds.) Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved approval of a credit in the amount of \$1,997.94 to the contract of Roy C. Williams, Marengo, Illinois, on the Married Student Housing, for heat during period of construction. (Series '59, Construction Fund.) Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved approval of a credit to the contract of J. W. Stahl Construction Co., Somonauk, Illinois, for site improvement, Neptune Hall Area, in the amount of \$3.92, caused by minor adjustments for existing field conditions at the time of construction; and approval of an addition to contract of S. W. Knetsch & Associates, DeKalb, for engineering services, for surveying and drafting in connection with bonding procedures for the Neptune Hall Extension, in the amount of \$95.00; for a net addition to the project of \$91.08. (Payable from Construction Funds, Series '57.) Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved that authorization be given to Kenneth J. Thelen, Architect, DeKalb, Illinois, to prepare plans and specifications for improving Gilbert Hall kitchen, including a new dishwashing machine and to secure bids for the work and necessary equipment. (Payable from Construction Funds, Series '50.) Mr. Summers seconded the motion and it was unanimously carried.

Mr. Dunbar moved that Brown, Manthei, Davis & Mullins, of Champaign, Engineers, be authorized to prepare plans and specifications for rehabilitating the central steam plant and extending steam lines to the site of the University Center and Residence Halls, subject to securing funds for the project. Mr. Reed seconded the motion and it was unanimously carried.

Mr. Dunbar moved that S. W. Knetsch & Associates, DeKalb, be authorized to prepare plans and specifications for utilities and site work, including grading roads, sidewalks, parking and area lighting, for buildings and other capital improvements as listed in Dr. Browne's letter to Governor Kerner under date of December 12, 1960, subject to securing funds for the project. Mr. Summers seconded the motion and it was unanimously carried.

Illinois State Normal University

Mr. Dunbar moved that the architect, Lankton, Ziegele, Terry & Associates, Peoria, Illinois, be authorized to prepare final plans and specifications for the Physical Education Building, and rehabilitation of the women's gymnasium, subject to securing funds for the project. (Payable as follows: \$2,400,000 from state appropriation; \$875,000 from bond revenue.) Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved approval of partial list of direct expenses connected with electrical breakdown, as follows:

Electrical Repair Work and Rebuilding Transformers	
Dunbar Electric Co.	\$10,589.92
Electrical Supplies Purchased - S & C Electric Co.	90.00
Testing Transformers - A. A. Otis	6.00
Trucking Transformers to Milwaukee and Back - Evans Trucking Co.	300.00
Equipment for Unloading Caterpillar Generator - Hodge Johnstone	217.95
Charges for Cartage, Fuel and Prestone for Generator	
Witt-Armstrong Equipment Co.	105.66
Charges for Gin Pole Equipment, Loading & Unloading Transformer	
Gene Goldsborough	90.00
Plumbing Repair - Donzel-Fortner	3,036.63
Overtime Paid to University Staff on December Payroll	1,091.25
	<u>\$15,527.41</u>

plus approximately \$150.00 for damage to property of student residents, and fees to Brown, Manthei, Davis & Mullins, Champaign, Consulting Engineers, for services rendered; and that the matter be referred to the Legal Counsel, Mr. Dunn. (Payable from Bond Revenue Surplus.) Mr. Wilkins seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Eastern Illinois University

Mr. Dunbar moved that the architect, Lundeen & Hilfinger, Bloomington, be authorized to prepare final plans and specifications for an addition of 55 rooms to Pemberton Hall, subject to securing funds for the project. Mr. Heath seconded the motion and it was unanimously carried.

Mr. Dunbar moved that Brown, Manthei, Davis & Mullins, Champaign, Engineering Consultants, be authorized to draw preliminary plans and prepare cost estimates for rehabilitation of heating system in Pemberton Hall, subject to securing funds for the project. Mr. Wilkins seconded the motion and it was unanimously carried.

Mr. Dunbar moved approval of an addition to the contracts for rehabilitation of Pemberton Hall, in the amount of \$161.00, as follows:

Evans Construction Co., Springfield, for substituting two coats of Alibi clear wood finish for the coat of shellac and the coat of glass varnish specified for new wood doors and trim - \$41.00

Young & Foote Electric Co., Mattoon, for adding six detector heads to serve certain basement areas - \$120.00

(Payable from Auxiliary Enterprise Surplus and 1956 Bond Revenue Funds.) Mr. Reed seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved approval of an addition to the contract of Evans Construction Co., Springfield, for rehabilitation of Pemberton Hall, as follows:

Alternate #2, installation of vinyl-asbestos floor tile over plywood subfloor in all rooms and corridor areas on the third floor - \$6,231.00

Alternate #3, installation of vinyl-asbestos floor tile over plywood subfloor in all rooms and corridor areas on the second floor - \$6,160.00. (Payable from Auxiliary Enterprise Surplus and 1956 Bond Revenue Funds.)

Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved approval of an addition to the contract of Hart & Reilly, Mattoon, for remodeling Administration Building, in the amount of \$179.20, as follows:

To move counter between waiting area and secretary's area, and rehang existing door between waiting area and main corridor - \$ 80.20

To install one additional fire detector head in Lobby ceiling and one detector head in the janitor closet on second floor - \$ 99.00

(Payable from operating funds.)

Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved approval of a site on the west side of Seventh Street for the location of the new dormitory. Mr. Reed seconded the motion, and it was unanimously carried.

Western Illinois University

Mr. Dunbar moved to authorize the architect, Lankton, Ziegele, Terry & Associates, Peoria, to advertise for bids for installation of a drain tile, from Murray Street south into the Ravine. (Payable from Contractual Services.) Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved to request Governor Kerner to release \$150,000 from Rehabilitation to meet an emergency of approximately \$63,000, to complete an electrical loop on the campus at Illinois State Normal University, and other emergencies as they may arise. Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Aye
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Aye
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar requested that the four universities have their campus records and survey of sewers, watermains, electrical, and any other utility installations brought up to date; and that these records and surveys be inspected by Mr. Samoore, of the Central Office, prior to the February 20 Board meeting. Mr. Dunbar further requested that these records and surveys be maintained, and any change or addition recorded as it is made, subject to an annual audit to be made prior to the February meeting of each year.

Meeting was recessed until 2:00 P.M.

The meeting reconvened, roll was called, and the following members answered present:

Mr. Dunbar	Mrs. Madlener	Mr. Stipes
Mr. Heath	Mr. Ropp	Mr. Watson
Mr. Hollingsworth		

The following members were absent:

Mr. Jenison	Mr. Summers
Mr. Reed	Mr. Wilkins

Mr. Ropp, Secretary, reported the official copy of the Notice of Sale was correct.

Mr. Hollingsworth moved that the Notice of Sale and official Statement on the proposed issue of \$4,500,000 Northern Illinois University Dormitory and Student Union Revenue Bonds, Series A of 1960, and \$3,000,000 Northern Illinois University Dormitory and Student Union Revenue Bonds, Series B of 1960, as prepared by Barcus, Kindred & Co., be ratified, approved, and confirmed by this Board. Mr. Ropp seconded the motion and it was unanimously carried.

The Chairman directed the Secretary to record the Notice of Sale and Official Statement in the minutes of this meeting, marked "Exhibit A."

NOTICE OF SALE

\$7,500,000 NORTHERN ILLINOIS UNIVERSITY DORMITORY AND STUDENT UNION REVENUE BONDS

The Teachers College Board of the State of Illinois (hereinafter designated the "Board") will receive sealed proposals on the 16th day of January, 1961, delivered to the undersigned at 2:00 o'clock P.M., Central Standard Time, in Room 12, Fourth Floor, Conrad Hilton Hotel, Chicago, Illinois, at which time and place all bids will be publicly opened, read and considered, for the purchase of the following described bonds in accordance with the terms of this Notice of Sale and at not less than par and accrued interest, viz:

1. \$4,500,000 Northern Illinois University Dormitory and Student Union Revenue Bonds, Series A of 1960, dated October 1, 1960, numbered from AM-1 through AM-4500, due serially on October 1 in each of the years and in amounts as follows:

<u>Amount of Principal Installment</u>	<u>Due</u>	<u>Amount of Principal Installment</u>	<u>Due</u>
\$ 50,000	1963 through 1965	\$150,000	1989 and 1990
60,000	1966 through 1969	160,000	1991
70,000	1970 through 1972	170,000	1992 and 1993
80,000	1973 through 1975	180,000	1994
90,000	1976 through 1978	190,000	1995
100,000	1979 through 1981	200,000	1996 and 1997
110,000	1982 and 1983	210,000	1998
120,000	1984 and 1985	220,000	1999
130,000	1986 and 1987	230,000	2000
140,000	1988		

bearing interest at a rate or rates not to exceed Five Per Cent (5%) per annum, payable semiannually on April 1 and October 1 of each year, commencing April 1, 1961. Bidders may bid for these Series A of 1960 bonds separate from the Series B of 1960 bonds hereinbelow described. Each bid for these Series A of 1960 bonds must be for all bonds of said Series A, and must specify the rate or rates of interest to be borne thereby. All bonds of the same maturity shall bear the same rate of interest, represented by a single coupon for each semiannual interest payment date for each bond. The Series A of 1960 bonds maturing October 1, 1963 through 1970 are non-callable, but the bonds maturing October 1, 1971 through 2000 are callable in inverse numerical order on any interest payment date after October 1, 1970 at the principal amount thereof plus unpaid accrued interest to date of redemption, and a premium for each bond as follows:

3% if redeemed April 1, 1971 through October 1, 1975, inclusive
2½% if redeemed April 1, 1976 through October 1, 1980, inclusive
2% if redeemed April 1, 1981 through October 1, 1985, inclusive
1½% if redeemed April 1, 1986 through October 1, 1990, inclusive
1% if redeemed April 1, 1991 through October 1, 1995, inclusive,
and thereafter at par.

2. \$3,000,000 Northern Illinois University Dormitory and Student Union Revenue Bonds, Series B of 1960, dated October 1, 1960, numbered from BM-1 through BM-3000 (being subject to redemption prior to maturity as therein recited), due serially on October 1 in each of the years and in amounts as follows:

<u>Amount of Principal Installment</u>	<u>Due</u>	<u>Amount of Principal Installment</u>	<u>Due</u>
\$ 40,000	1963 through 1965	\$ 90,000	1986 through 1989
50,000	1966 through 1971	100,000	1990 through 1992
60,000	1972 through 1976	110,000	1993 through 1995
70,000	1977 through 1981	120,000	1996 through 1998
80,000	1982 through 1985	130,000	1999 and 2000

bearing interest at a rate or rates averaging not more than Three and One-eighth Per Cent (3-1/8%) per annum, payable semiannually on April 1 and October 1 of each year, commencing April 1, 1961. The United States of America, by the terms of a Loan Agreement dated September 1, 1960, has agreed to purchase at par these Series B bonds, bearing interest at the rate of Three and One-eighth Per Cent (3-1/8%) per annum, in the event no equal or more favorable bid is received from a bidder other than the United States of America. Under said Loan Agreement other bidders may offer to purchase all of said bonds or any portion thereof in blocks as specified herein at an interest cost of not more than Three and One-eighth Per Cent (3-1/8%) per annum, and such bidder must specify the rate or rates of interest on the bonds bid for. All bonds of the same maturity shall

bear the same rate of interest, represented by a single coupon for each semi-annual interest payment date for each bond. Such bids will be received and considered only on the following basis for the Series B of 1960 bonds.

- For (1) All maturities in the years 1963 through 1970;
- (2) All maturities in the years 1971 through 1980;
- (3) All maturities in the years 1981 through 1990;
- (4) All maturities in the years 1991 through 2000; and
- (5) The entire issue.

The Board may at the request of a purchaser of all said Series B bonds issue a single fully registered bond for the entire Series B issue.

3. All bonds of said total authorized issue of \$7,500,000 are payable solely from and secured by a first lien on and pledge of the net revenues derived from the operation of 4 new dormitories, with connecting dining and recreation unit for approximately 500 men and 500 women students, and a new student center building containing food service, bookstore and recreation facilities to be constructed in part from the proceeds of said bonds, and are coequal as to the lien on and pledge of all said revenue securing the payment thereof, and share ratably without any preference, priority or distinction as to the source or method of payment and security thereof.
4. Both principal of and interest on said \$7,500,000 aggregate principal amount of bonds shall be payable in any coin or currency which on the respective dates of payment of such principal and interest is legal tender for payment of debts due the United States of America at The First National Bank of Chicago, Chicago, Illinois, or at the option of the holder at the principal office of The Chemical Bank New York Trust Company, in the Borough of Manhattan, City and State of New York.
5. Each bidder, except the United States of America, is requested to submit a certified or cashier's check drawn on a bank or trust company in the State of Illinois in the sum of Two Per Cent (2%) of the par amount of the bonds of each Series bid for, to be forfeited to said Board in the event the successful bidder fails to take up the bonds in accordance with the terms of its proposal, and all checks of unsuccessful bidders will be immediately returned.
6. Bidders must mark on the outside of the envelopes containing bids, "Bid on Northern Illinois University Dormitory and Student Union Revenue Bonds."
7. Delivery of the \$7,500,000 aggregate principal amount of bonds hereinabove described is expected to be made on or before Sixty (60) days from the date of award at The First National Bank of Chicago, Chicago, Illinois, without expense to the purchasers.
8. The right to reject any and all bids is expressly reserved to said Board, and said Board will supply at its own expense the approving opinion of Messrs. Chapman and Cutler, Attorneys at Law, of Chicago, Illinois, together with the printed bonds, and all bids shall be so conditioned.

Further information with respect to redemption and sinking fund provision, the estimated revenue and expenses of the 4 new dormitories and dining hall unit and new student center building to be constructed with the proceeds of said \$7,500,000 aggregate principal amount of bonds, and other funds of said Board available therefor, and all further details regarding the same, including a copy of the Official Statement, may be obtained from Clarence Ropp at Room 111, State Office Building, Springfield, Illinois, and from Barcus, Kindred & Company, 231 South LaSalle Street, Chicago 4, Illinois, as fiscal agents for The Teachers College Board of the State of Illinois.

Dated this _____ day of _____, 1960.

/s/ Clarence Ropp
Secretary of The Teachers College Board
of the State of Illinois

Northern Illinois University, with a total enrollment of over 7,000, is the largest of the four State educational institutions under the control of The Teachers College Board. Formerly called Northern Illinois State College, it is located about 60 miles west of Chicago at DeKalb, 1960 census population - 18,486. Established in 1895, it is accredited by the North Central Association of Colleges and Secondary Schools, the National Commission of Accrediting, and the National Council for Accreditation of Teacher Education as a baccalaureate and master's degree granting institution. The University faculty has over 400 members, and fixed assets are valued in excess of \$20 million with cash and capital appropriations on hand (not including this proposed bond issue) for adding nearly \$2 million during the current 1959-61 biennium. The campus consists of 340 acres.

No tuition is charged students attending the University. Fees are charged to cover registration and activities presently totaling \$115.50 for each full time student per regular semester, which includes \$20 for the proposed new union building pledged to this Series 1960 issue. Summer session fees total \$57. Higher fees are charged out-of-state students.

Legal Authority:-These bonds will be issued by The Teachers College Board of the State of Illinois for Northern Illinois University at DeKalb, Illinois, pursuant to the provisions of an act authorizing the Board to build and equip residence halls and other structures with the proceeds of bonds payable from the revenues thereof, (Sections 59a to 59e, Chapter 127, Illinois Revised Statutes 1959), approved by the General Assembly of the State of Illinois; and pursuant to a resolution to be adopted by the Board.

The Teachers College Board of the State of Illinois, organized pursuant to Chapter 122 of the laws of the State of Illinois, is comprised of nine members appointed for overlapping six-year terms by the Governor with the advice and consent of the Senate, and, as ex-officio members, the Superintendent of Public Instruction and the Director of the Department of Finance of the State of Illinois. The present organization of the Board is:

Appointed Members

- R. A. Stipes, Jr., Chairman Champaign
- Alexander Summers, Vice-Chairman. Mattoon
- Clarence Ropp, Secretary. Normal
- Carl Dunbar Macomb
- Vernon L. Heath Robinson
- Morton H. Hollingsworth Joliet
- Harriet Lowden Madlener Oregon
- William E. Reed Oak Park
- Chauncey B. Watson, Sr. DeKalb

Ex-Officio Members

- George T. Wilkins, Superintendent of Public Instruction - Springfield
- E. H. Jenison, Director, Department of Finance - Springfield

Under the control of this Board are four institutions of higher education with a combined total enrollment of over 17,000. These institutions are: Northern Illinois University, DeKalb; Illinois State Normal University, Normal; Eastern Illinois University, Charleston; and Western Illinois University, Macomb.

Purpose of Bond Issue:-The proceeds from the sale of these \$7,500,000 bonds together with cash on hand are to be used to construct a new 1,000-student capacity dormitory with connecting dining hall, and to construct a new student union building on the campus. The estimated cost of the project and the source of funds are shown below:

Construction Cost (Including fixed equipment):

Dormitory	\$4,116,639 (a)
New Student Union Building	2,356,605 (a)
Total Construction Cost	\$6,473,244 (a)
Movable Equipment & Furnishings	460,000
Capitalized Interest to 10/1/62 (Estimated)	520,000
Architectural, Legal, Fiscal Fees & Miscellaneous	406,308
Contingencies	265,448
Total Project Cost	\$8,125,000
Less Interest Income During Construction	200,000 (b)
Net Project Cost	<u>\$7,925,000</u>

Series A Bonds	\$4,500,000	
Series B Bonds	3,000,000	
Cash on Hand	425,000(c)	<u>\$7,925,000</u>

Notes: - (a) Based on bids already received. Contracts will be covered by performance bonds. Completion date is scheduled for 9/1/62.
 (b) Assuming an average return of 2½% on \$7,952,000 project funds.
 (c) Consisting primarily of student fees of \$20 per semester collected in anticipation of the construction of the new student union building. Continued receipts from this source during the construction period are expected to provide funds to further embellish the union building and its equipment.

Security of Bonds:- The \$4,500,000 Series A and \$3,000,000 Series B together constitute a single issue of \$7,500,000 bonds, all equally secured by a closed first lien on the net operating revenues of the 1,000-student capacity dormitory with connecting dining hall and new student union building to be constructed in part with their proceeds.

The Board covenants continuously to operate, use, and maintain the new buildings in an efficient and economical manner; to adopt such parietal rules and regulations as may be deemed necessary to insure the maximum occupancy and use thereof (subject to the provisions of outstanding bonds requiring prior occupancy of existing University-owned housing for 2,240 students and prior use of the present union and dining hall, which are described elsewhere in this official statement); and to charge and collect rates and fees for the use thereof fully sufficient to pay when due the principal and interest on these bonds and to maintain a Bond Reserve and a Repair and Replacement Reserve as provided in the bond resolution.

Historic Enrollment:-

Year	Fall Semester			Summer Session		
	Men	Women	Total	Men	Women	Total
1956-57	1,864	1,612	3,476	528	496	1,024
1957-58	2,177	1,819	3,996	571	543	1,114
1958-59	2,683	1,966	4,649	830	622	1,452
1959-60	2,500	2,350	4,850	886	718	1,604
1960-61	2,643	2,742	5,385	1,005	798	1,803

These figures represent full time on-campus students, who pay full fees. Total enrollment is higher. For example, in the fall of 1960 there were 1,653 part time students on campus, making a total college enrollment of 7,038.

Future Enrollment:- A detailed study of college enrollments prepared by the Bureau of Institutional Research of the University of Illinois in 1959 uses as its basis the number of youths aged 18-21 in the state in each year based upon 1950 federal census data. This basis is shown below:

<u>Year</u>	<u>Youths Aged 18-21</u>	<u>Per Cent Increase</u>	<u>Year</u>	<u>Youths Aged 18-21</u>	<u>Per Cent Increase</u>
1960-61	503,000	--	1965-66	644,000	5.40%
1961-62	539,000	7.16%	1966-67	680,000	5.59%
1962-63	568,000	5.38%	1967-68	722,000	6.18%
1963-64	585,000	2.99%	1968-69	742,000	2.77%
1964-65	611,000	4.44%	1969-70	750,000	1.08%

Although the Bureau's study shows a steadily increasing proportion of college aged youths actually attending college, there is shown below the enrollment that can be expected in future years at Northern Illinois University derived simply by applying to the actual 1960-61 enrollment the percentage increase indicated by the state-wide population of college aged youths.

<u>Year</u>	<u>Fall Semester</u>	<u>Summer Session</u>	<u>Year</u>	<u>Fall Semester</u>	<u>Summer Session</u>
1960-61 (Actual)	5,385	1,803	1965-66	6,894	2,308
1961-62	5,771	1,932	1966-67	7,279	2,437
1962-63	6,081	2,036	1967-68	7,729	2,588
1963-64	6,262	2,097	1968-69	7,943	2,660
1964-65	6,541	2,190	1969-70	8,029	2,689

The additional student housing to be provided by these bonds, together with the additional facilities which can be expected to be constructed from the proceeds of the \$195 million State of Illinois general obligation bond issue approved at the November 1960 election for capital improvements at all six state supported institutions of higher education (the University of Illinois and Southern Illinois University as well as the four institutions administered by The Teachers College Board), can be expected to accelerate this growth.

Housing:- There are six existing dormitories and an 80-family apartment building at Northern Illinois University, the revenues from each of which are pledged to certain series of outstanding bonds. The Board has pledged to adopt such parietal rules as may be needed to insure full occupancy of the buildings pledged to each bond issue, and the priority of these parietal rule covenants among the various bond issues is in the chronological order of their issuance. Because of the great demand for campus housing, additional beds have been placed in many of the rooms of the dormitories with the result that actual occupancy this year is substantially higher than the designed capacity of the dormitories, as shown below:

	<u>Design Capacity</u>			<u>1960 Fall Occupancy</u>
	<u>Men</u>	<u>Women</u>	<u>Total</u>	
Series 1950 Buildings:				
Adams Hall	-0-	122	122	189
Williston Hall	-0-	234	234	235
Gilbert Hall	374	-0-	374	486
Series 1953 Neptune Hall (North)	-0-	374	374	481
Series 1957 Buildings:				
Neptune Hall (West)	528	-0-	528	534
Neptune Hall (East)	-0-	528	528	552
Series 1959 Apartments	80	-0-	80	80
Total	982	1,258	2,240	2,557

With the proposed 1,000-bed dormitory, total design capacity equals only 68.3% of the students actually needing housing last fall, as shown below:

	<u>1960 Fall Enrollment</u>		<u>University Housing Capacity</u>		
	<u>Total</u>	<u>Needing Housing</u>	<u>Existing</u>	<u>Proposed</u>	<u>Total</u>
Men	2,643	2,220	982	500	1,482
Women	2,742	2,527	1,258	500	1,758
Total	5,385	4,747	2,240	1,000	3,240

Description of Project:- The new dormitory is to be a masonry building consisting of four 5-story residence units, each with a capacity of 250 students (1,000 total capacity), plus rooms for directors, connected radially to a central 2-story kitchen and dining hall with a capacity adequate to serve the residents of the dormitory.

The new union building, with a total floor area of 154,000 square feet, is designed to have both space and facilities adequate to serve the needs of 10,000 student enrollment with provision made both in the building plans and site utilization for further expansion as needed. This 3-story building, located near the center of the campus but readily accessible by public streets, will house facilities generally associated with a student union including a book store, bowling alleys and other recreational areas, ballroom, offices for student activities, overnight guest rooms, snack bar, cafeteria, and formal dining room.

The University now has a union building (consisting only of snack bar and cafeteria dining rooms also usable for small meetings and dances) and general dining hall which were acquired in 1948 for \$62,000 and improved with a \$60,000 part of the Series 1953 bond proceeds. Their size renders them incapable of meeting the needs of the University, which has more than trebled in enrollment since they were last enlarged, and their location makes it impracticable to further enlarge them. Although these facilities will continue to be used to the full extent of their limited capacity and student fees charged therefor in satisfaction of the Series 1953 bond covenants, their existence cannot be considered to substantially lessen the need and demand for the facilities to be provided by the new student union building.

Debt Service Requirements on this total \$7,500,000 issue, assuming an interest rate of 3-1/8% on the \$3,000,000 Series B bonds and 4-1/4% on the \$4,500,000 Series A bonds:-

Year End 10/1	\$4,500,000 Series A			\$3,000,000 Series B			Combined Total
	Princ	Int	Total	Princ	Int	Total	
1961	\$-0-	\$ *	\$ *	\$ -0-	\$ *	\$ *	\$ *
1962	-0-	*	*	-0-	*	*	*
1963	50,000	191,250	241,250	40,000	93,750	133,750	375,000
1964	50,000	189,125	239,125	40,000	92,500	132,500	371,625
1965	50,000	187,000	237,000	40,000	91,250	131,250	368,250
1966	60,000	184,875	244,875	50,000	90,000	140,000	384,875
1967	60,000	182,325	242,325	50,000	88,438	138,438	380,763
1968	60,000	179,775	239,775	50,000	86,875	136,875	376,650
1969	60,000	177,225	237,225	50,000	85,313	135,313	372,538
1970	70,000	174,675	244,675	50,000	83,750	133,750	378,425
1971	70,000	171,700	241,700	50,000	82,188	132,188	373,888
1972	70,000	168,725	238,725	60,000	80,625	140,625	379,350
1973	80,000	165,750	245,750	60,000	78,750	138,750	384,500
1974	80,000	162,350	242,350	60,000	76,875	136,875	379,225
1975	80,000	158,950	238,950	60,000	75,000	135,000	373,950
1976	90,000	155,550	245,550	60,000	73,125	133,125	378,675
1977	90,000	151,725	241,725	70,000	71,250	141,250	382,975
1978	90,000	147,900	237,900	70,000	69,063	139,063	376,963
1979	100,000	144,075	244,075	70,000	66,875	136,875	380,950
1980	100,000	139,825	239,825	70,000	64,688	134,688	374,513
1981	100,000	135,575	235,575	70,000	62,500	132,500	368,075
1982	110,000	131,325	241,325	80,000	60,313	140,313	381,638
1983	110,000	126,650	236,650	80,000	57,813	137,813	374,463
1984	120,000	121,975	241,975	80,000	55,313	135,313	377,288
1985	120,000	116,875	236,875	80,000	52,813	132,813	369,688
1986	130,000	111,775	241,775	90,000	50,313	140,313	382,088
1987	130,000	106,250	236,250	90,000	47,500	137,500	373,750
1988	140,000	100,725	240,725	90,000	44,688	134,688	375,413
1989	150,000	94,775	244,775	90,000	41,875	131,875	376,650
1990	150,000	88,400	238,400	100,000	39,063	139,063	377,463

1991	160,000	82,025	242,025	100,000	35,938	135,938	377,963
1992	170,000	75,225	245,225	100,000	32,813	132,813	378,038
1993	170,000	68,000	238,000	110,000	29,688	139,688	377,688
1994	180,000	60,775	240,775	110,000	26,250	136,250	377,025
1995	190,000	53,125	243,125	110,000	22,813	132,813	375,938
1996	200,000	45,050	245,050	120,000	19,375	139,375	384,425
1997	200,000	36,550	236,550	120,000	15,625	135,625	372,175
1998	210,000	28,050	238,050	120,000	11,875	131,875	369,925
1999	220,000	19,125	239,125	130,000	8,125	138,125	377,250
2000	230,000	9,775	239,775	130,000	4,063	134,063	373,838

* Capitalized.

1963-2000 Annual Average \$376,681

Estimated Pledged Revenues and Debt Service Coverage:- Summarized below is the net revenue estimated to be available for debt service on this \$7,500,000 issue. The detailed derivation of these revenue estimates is shown following.

Year Ended 6/30	1963 (a)	1966	1970
Net from Dormitory	\$247,212	\$247,212	\$247,212
Student Union Fees	<u>263,600</u>	<u>298,840</u>	<u>348,050</u>
Total Net Avail for Debt Service (b)	\$510,812	\$546,052	\$595,262

Debt Service Coverage:

Max Interest (\$285,000) Covered	1.79x	1.92x	2.09x
Avge Dt Serv (\$376,681) "	1.36x	1.45x	1.58x
Max Dt Serv(\$384,875 in 1966) Cov'd	1.33x	1.42x	1.55x

Notes:- (a) First year of operations. (b) Not including expected net revenues from food service and certain other functions of the new union building as outlined in detail below.

New Dormitory's Revenue:- The new dormitory and dining hall will have a capacity of 1,000 students. Allowing for vacancies of 10%, the following estimate of annual revenues to be derived from operating the new building is based on 900 students for the 36-week academic year, a total of 32,400 occupant-weeks.

	<u>Total</u>	<u>Average Per Occupant-Week</u>
Gross Revenue:		
Board Charges	\$399,492	\$12.33 (a)
Room Charges	<u>257,580</u>	<u>7.95 (a)</u>
Total	\$657,072	\$20.28 (a)
Operating Expenses:		
Cost of Food Sold	\$147,420	\$ 4.55 (b)
Other	<u>262,440</u>	<u>8.10 (b)</u>
Total	\$409,860	\$12.65 (b)
Net Before Depr & Debt Service	\$247,212	

Notes:- (a) Rates to be in effect when new dormitory begins operations.
(b) Based on actual expenses experienced in the six existing dormitories (Adams, Williston, Gilbert, and three Neptune Halls) during the fiscal year ended 6/30/60, whichwere as follows:

	<u>Total</u>	<u>Average Per Occupant-Week</u>
Cost of Food Sold	\$366,977	\$ 4.54
Other Operating Expenses	<u>622,171</u>	<u>8.07</u>
Total Operating Expense	\$989,148	\$12.61

New Union Building's Revenues: - Shown below is an estimate of the gross income (before general overhead expense) of the union's book store, bowling, billiards, and guest room operations:

	<u>Book Store</u>	<u>Bowling & Billiards</u>	<u>20 Guest Rooms</u>	<u>Combined</u>
Gross Revenue	\$360,000	\$53,000	\$36,500	\$449,500
Direct Expenses:				
Cost of Goods Sold	\$275,000	--	--	\$275,000
Salaries & Wages	49,000	\$15,000	\$ 8,000	72,000
Supplies & Other	<u>1,000</u>	<u>13,000</u>	<u>7,000</u>	<u>21,000</u>
Total	\$325,000	\$28,000	\$15,000	\$368,000
Gross Income	\$ 35,000	\$25,000	\$21,500	\$ 81,500

The \$81,500 gross income from these facilities alone would be adequate to cover the estimated general overhead of the union building. This would make available for debt service the entire gross income from food service and other union building functions as well as the entire student fee. The largest and most accurately predictable of these items is the student fee, shown below:

	<u>1962-63</u>	<u>1965-66</u>	<u>1969-70</u>
Fee-Paying Enrollment:			
Regular Sessions	6,081	6,894	8,029
Summer Session	2,036	2,308	2,689
Student Fee Income:			
Fall Semester at \$20	\$121,620	\$137,880	\$160,580
Spring Semester at \$20	121,620	137,880	160,580
Summer Session at \$10	<u>20,360</u>	<u>23,080</u>	<u>26,890</u>
Total for Year	\$263,600	\$298,840	\$348,050

Flow of Funds: - The resolution authorizing these bonds provides that, as soon as any part of the new buildings becomes revenue-producing, the gross revenue derived from such operation shall within three days after receipt thereof be set aside by the Treasurer of the State of Illinois in a special Revenue Fund to be expended only in the manner and order specified below.

1. Monthly, into the Operation and Maintenance Account, such amount as may be sufficient to pay the reasonable cost of operating and maintaining the new buildings for the current month.
2. Monthly, into the Bond Account, 1/6th of the interest and 1/12th of the principal next due on the outstanding bonds of this issue.
3. Semiannually (on or before 3/15 and 9/15), into the Bond Reserve Account, \$50,000 until there has been accumulated the sum of \$760,000, at which figure the Bond Reserve Account shall thereafter be maintained until the moneys in the Bond Account and the Bond Reserve Account equal the interest and principal requirements on all outstanding bonds of this issue. Funds in the Bond Reserve Account may be invested in direct obligations of or securities fully guaranteed by the United States of America having a maturity not exceeding five years from the date of investment.
4. Annually, into the Repair and Replacement Reserve Account:
 - (a) \$23,000, or such portion thereof as is available, for an equipment reserve, until a balance of \$460,000 has been established.
 - (b) \$37,000, or such portion thereof as is available, for a building maintenance reserve.

Funds in the Repair and Replacement Reserve Account shall be transferred to the Bond Account and Bond Reserve Account at any time funds in the Bond Account and the Bond Reserve Account are below the amounts then required to be therein. Moneys in the Repair and Replacement Reserve Account may be invested in direct obligations of or securities fully guaranteed by the United States of America having a maturity not exceeding five years from the date of such investment.

5. Surplus revenues remaining at the close of each fiscal year after all the above required transfers and deposits have been made may be used to retire bonds of this issue or for any expenditures, including the payment of debt service, for improving, restoring, or providing any similar facilities; or for any lawful purpose.

Rates:- Uniform charges are made to residents of all dormitories (including the proposed new dormitory) for board and room. Rates were increased in September 1960 and are to be again increased before the new dormitory begins operations, but are still low, as shown below:

	P e r W e e k			P e r Y e a r*		
	Board	Room	Total	Board	Room	Total
1958 to 1960	\$12.00	\$5.50	\$17.50	\$432	\$198	\$630
Begun Sept 1960 (Current)	12.22	6.94	19.16	440	250	690
With New Dorm Opened	12.33	7.95	20.28	444	286	730

* 36-week academic year consisting of two semesters of 18 weeks each.

The fees charged each full time student for the new student union building are:
Regular Semester - \$20; Summer Session - \$10.

Charges for use of specific facilities of the new union building, such as bowling alleys, guest rooms, food service, and book store, shall be made at rates of not less than 110% of the direct cost of providing such commodities and services, designed to provide adequate revenues from these sources to meet all operating expenses of the building. All rates, fees, and charges shall, of course, be adjusted to whatever extent is necessary fully to satisfy the revenue requirements of the bond resolution.

Debt History:- The Teachers College Board of the State of Illinois has, since 1947 when enabling legislation was first passed, issued revenue bonds to finance 18 projects at the four schools under its control. In the case of each bond issue, the Board has required that the facilities, as soon as built, be operated in such a way as to produce revenues substantially in excess of all requirements including those for various reserves, resulting in excellent debt retirement and fund accumulation as shown by the following statement as of 10/1/60:

	4 Schools Combined		Northern Ill Univ	
	% of		% of	
	Amount	Orig Amt Issued	Amount	Orig Amt Issued
Bonds Originally Issued	\$20,873,000		\$7,937,000	
Bonds Retired:				
At Maturity	896,000		357,000	
In Advance of Maturity	815,000		397,000	
Total Retired to 10/1/60	\$ 1,711,000	8.2%	\$ 754,000	9.5%
Revenue Bond Fund Balances:				
Sinking Funds (Net of accrued interest)	\$ 568,379		\$ 162,723	
Bond Reserve Funds	734,378		303,625	
Sub-Total of Funds Held Exclusively for Dt Serv	\$ 1,302,757	6.2%	\$ 466,348	5.9%

Depreciation Funds	\$ 436,104*	2.1%	\$ 164,588*	2.0%
Other Net Curr Assets (Not incl constr funds)	939,425*	4.5%	546,549*	6.9%
Total Fund Balances	\$ 2,678,286		\$1,177,485	
Total Bonds Retired & Fund Balances at 10/1/60	\$ 4,389,286	21.0%	\$1,931,485	24.3%

* Not specifically reserved, but available, for debt service.

It should be noted that less than five years average has elapsed since issuance of this indebtedness, which has 37½ more years (to 7/1/98) to run to its final scheduled serial maturity.

During the most recent fiscal year (ended 6/30/60) not only did each project net more than required by its own bond indenture, but the combined net of all projects at all four schools (\$1,561,866) covered the maximum combined future annual principal and interest requirements on all outstanding bonds 1.5 times. The combined net of all projects at Northern for the year (\$550,197) also covered the maximum combined future annual principal and interest requirements on all outstanding Northern bonds 1.5 times. This record is especially notable in view of the fact that the facilities constructed with over half Northern's bonds (Series 1957 and 1959), and over \$5 million bonds at the three other schools, began their first full year of full operation only in September 1960.

Bond issues for Northern Illinois University have been:

Series	Original Amount	Outstanding 10/1/60	Buildings Acquired, Constructed or Improved with Bond Proceeds
1948	\$ 62,000	\$ -0-	Present Union & Dining Hall
1950	1,350,000	825,000	Gilbert, Adams, Williston Dorms
1953	1,500,000	1,400,000	Neptune North Dorm, Present Union & Dining Hall
1956	400,000	388,000	Field House
1957	4,000,000	3,945,000	Neptune East, West & Series 1950 Bldgs
1959	625,000	625,000	Married Student Apartments

Each series is secured simply by a closed first lien on the revenues of the buildings to which its proceeds were applied except Series 1957, which has a second lien on the Series 1950 buildings (which it was in part used to improve) as well as a first lien on Neptune East and West (and their joint dining hall).

Overall Institutional Operations:- Shown below is a condensed summary of total income and expenditure (not including capital items nor bond principal retirement) of Northern Illinois University for the fiscal year ended 6/30/60:

<u>Income</u>		
Education & General Operations		
State Appropriations	\$4,712,106 (a)	
Registration Fees & \$48,072 Miscellaneous	<u>495,115</u>	\$5,207,221
Revenue Bond Funds (b)		
Series 1950	\$ 468,168	
Series 1953	375,017	
Series 1956	55,911	
Series 1957	392,580	
Series 1959	<u>-0-</u>	
		\$1,291,676
Auxiliary Enterprise Funds		<u>52,951</u>
Total Income		\$6,551,848

Expenditures

Education & General Operations		\$5,044,882
Revenue Bond Funds (b)		
Series 1950	\$ 343,747	
Series 1953	307,239	
Series 1956	26,973	
Series 1957	289,041	
Series 1959	<u>-0-</u>	
		967,000
Auxiliary Enterprise Funds		<u>33,907</u>
Total Expenditures		\$6,045,789
Excess of Income Over Expenditures		\$ 506,059

Notes: - (a) Compared to this figure there is, as shown, a \$5,709,859 unencumbered balance available for the current fiscal year beginning 7/1/60 (which is the last year of the biennium) consisting of cash on hand and appropriations unexpended during the first year of the biennium. (b) This schedule summarizes total income and expenses, including interest and depreciation, and treats cost of food sold in dormitories as a direct offset to food revenue in deriving gross income figures, so will differ from operating figures for revenue bond funds shown heretofore.

Overall Institutional Balance Sheet, condensed, showing all Northern Illinois University's funds as of 6/30/60:

Assets

Educational & General Funds		
Cash (Incl \$145,119 held in Agency Fund)	\$ 612,362	
Accounts Receivable	4,257	
Unexpended Appropriations	<u>5,302,675</u>	
		\$5,919,294
Auxiliary Enterprise Funds		
Cash (Held by Agency Fund)	\$ 78,353	
Accounts Receivable	1,548	
Inventory	1,715	
Equipment (Net)	<u>419</u>	
		82,035
Plant Funds		
Unexpended Appropriations	\$1,990,927	
Land	641,571	
Buildings	10,905,980	
Equipment	2,332,310	
Miscellaneous Facilities	<u>973,388</u>	
		16,844,176
Revenue Bond Funds (All Series combined)		
Cash & US Govt Bonds--Construction Funds	\$ 220,101	
--Other Funds	1,330,010	
Inventory & Accounts & Interest Receivable	60,657	
Net Fixed Assets	7,600,255	
Deferred Charges	<u>51,518</u>	
		9,262,541
Agency Funds		
Cash & US Govt Bonds	\$ 642,393*	
Student Loans Receivable	<u>57,559</u>	
		<u>699,952</u>
Total Assets		\$32,807,998

Liabilities, Reserves & Surplus

Education & General Funds			
Liabilities & \$10,000 Reserve	\$	67,585	
Unencumbered Balance (Surplus)		5,709,859	
Accounts Held for Specific Purposes		<u>141,850</u>	\$5,919,294
Auxiliary Enterprise Funds			
Accounts Payable & Deferred Income		971	
Reserve for Replacement of Buildings		47,089	
Accumulated Earnings		<u>33,975</u>	82,035
Plant Funds			
Unexpended Appropriations	\$	1,990,927	
Net Invested in Plant		<u>14,853,249</u>	16,844,176
Revenue Bond Funds (All series combined)			
Current Liabilities & Deferred Income	\$	156,491	
Bonds Payable		7,238,000	
Surplus & Reserves		<u>1,868,050</u>	9,262,541
Agency Funds			
Held for Construction of New Union Bldg	\$	279,834	
Held for Other Specific Purposes		<u>420,118*</u>	
Total Liabilities, Reserves & Surplus			<u>699,952</u>
			\$32,807,998

* To avoid double counting in this combined statement of all funds, this figure has been derived by reducing the book figure of the Agency Fund by \$223,472, representing \$145,119 and \$78,353 cash held therein for the Educational and General Fund, respectively, which amounts are shown above as assets of the appropriate funds.

The Chairman announced that this was the time and place for the considering of bids received for the purchase of \$4,500,000 Northern Illinois University Dormitory and Student Union Revenue Bonds, Series A of 1960, and \$3,000,000 Northern Illinois University Dormitory and Student Union Revenue Bonds, Series B of 1960, pursuant to a Notice of Sale published in The Daily Bond Buyer on December 20, 1960. The secretary presented publisher's affidavit of publication of said Notice of Sale on December 20, 1960.

Mr. Ropp moved that said Notice of Sale as so published be ratified, approved, and confirmed by this Board. Mr. Dunbar seconded the motion and it was unanimously carried.

The Secretary stated that the only bid received for the purchase of \$3,000,000 Northern Illinois University Dormitory and Student Union Revenue Bonds, Series B of 1960, was from the United States of America acting by and through the Housing and Home Finance Agency in accordance with the terms and conditions of that certain Loan Agreement by and between the United States of America and this Teachers College Board, dated September 1, 1960.

Mr. Ropp moved that the above bid be accepted. Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

The Secretary stated that the following bids were received for the purchase of \$4,500,000 Northern Illinois University Dormitory and Student Union Revenue Bonds, Series A of 1960.

Bidder	Coupon Rates		Premium	Interest Cost	
				Amount	%
Blythe & Co., Inc.	\$ 210,000	1963-1966	5%	\$116.00	\$4,915,455.67 4.20879
& Assoc.	250,000	1967-1970	4½%		
Chicago, Illinois	750,000	1971-1979	4%		
	1,520,000	1980-1991	4½%		
	1,770,000	1992-2000	4.20%		
Kidder, Peabody & Co.	390,000	1963-1969	5%	501.00	4,892,167.33 4.18885
& Assigns	1,240,000	1970-1983	4½%		
Chicago, Illinois	1,440,000	1984-1993	4.10%		
	1,430,000	1994-2000	4.20%		
F. S. Smithers & Co.	680,000	1963-1973	5%	315.00	4,873,976.66 4.1732
& Assoc.	340,000	1974-1977	4½%		
Chicago, Illinois	850,000	1978-1985	4%		
	1,380,000	1986-1994	4.10%		
	1,250,000	1995-2000	4.20%		
John Nuveen & Co.	530,000	1963-1971	5%	81.83	4,821,164.00 4.1281
& Assoc.	310,000	1972-1975	4½%		
Chicago, Illinois	570,000	1976-1981	4½%		
	2,860,000	1982-1999	4-1/8%		
	230,000	2000	3½%		
White, Weld & Co.	680,000	1963-1973	5%	425.67	4,815,107.66 4.122875
& Assoc.	2,050,000	1974-1991	4-1/8%		
Chicago, Illinois	1,540,000	1992-1999	4.20%		
	230,000	2000	3-1/8%		

Mr. Watson moved that the bid of White, Weld & Co., & Associates, Chicago, Illinois, for the purchase of said bonds be accepted. Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Ropp moved that checks from other bidders be returned and that all other bids be rejected. Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

The Secretary presented a Resolution entitled:

RESOLUTION creating an issue of an aggregate principal amount of \$7,500,000 Dormitory and Student Union Revenue Bonds of The Teachers College Board of the State of Illinois for Northern Illinois University at DeKalb, Illinois, prescribing all the details of said bonds, and providing for the security and payment thereof.

WHEREAS, The Teachers College Board of the State of Illinois for Northern Illinois University at DeKalb, Illinois, upon due consideration and investigation does now find and determine that it is advisable and necessary for the good and benefit of said University and its student body that there be constructed the following buildings:

- (a) 4 dormitories, with connecting dining-recreation unit, for approximately 500 men and 500 women students, and 5 supervisors, on the campus of said University, hereinafter referred to as the "dormitory and dining hall unit"; and
- (b) a new student union building with necessary facilities to provide dining, recreational, social and other student activities facilities for the entire student body of said University, including 20 guest rooms, hereinafter referred to as the "student union building";

and the installation of all necessary moveable equipment and furnishings and appurtenant facilities for said dormitory and dining hall unit and student union building as aforesaid.

WHEREAS, said Teachers College Board has heretofore approved plans and specifications for the construction of said dormitory and dining hall unit and student union building at said University which now remain on file in the office of the Secretary thereof and estimates the cost thereof, including the cost of all necessary moveable equipment and furnishings and appurtenant facilities therefor, and all necessary costs and expenses incurred in connection therewith, to be the sum of \$8,125,000; and

WHEREAS, under the provisions of Sections 59a through 59e of Chapter 127 of the Illinois Revised Statutes, 1959, and all other laws thereunto enabling, said Teachers College Board is authorized to issue revenue bonds for and on behalf of Northern Illinois University at DeKalb, Illinois, for the purpose of paying a part of the cost of the construction of said dormitory and dining hall unit and said student union building, including the cost of all necessary moveable equipment and furnishings and appurtenant facilities therefor, and to pledge the revenues derived from the use of said buildings:

NOW, THEREFORE, Be It and It Is Hereby Resolved by The Teachers College Board of the State of Illinois for Northern Illinois University at DeKalb, Illinois, as follows:

Section 1. That there shall be constructed a dormitory and dining hall unit and a student union building, including the installation of all necessary moveable equipment and furnishings and appurtenant facilities therefor, as more fully described in the preambles hereto, in and for said Northern Illinois University upon the campus of said University, all in accordance with plans and specifications therefor heretofore approved by The Teachers College Board of the State of Illinois and now on file in the office of the Secretary of this Board.

Section 2. That for the purpose of providing funds to pay part of the cost of the construction of said dormitory and dining hall unit and said student union building, including the installation of all necessary moveable equipment and furnishings and appurtenant facilities therefor, there is hereby created an issue of bonds of The Teachers College Board of the State of Illinois for Northern Illinois University at DeKalb, Illinois, aggregating the principal

amount of \$7,500,000, as provided by Sections 59a through 59e of Chapter 127, Illinois Revised Statutes, 1959, and all other laws thereunto enabling. Said \$7,500,000 aggregate principal amount of bonds are hereby authorized to be executed, issued and delivered in Series as a unit and as one bond issue, to be designated "Northern Illinois University Dormitory and Student Union Revenue Bonds, Series A of 1960" in the principal amount of \$4,500,000; and "Northern Illinois University Dormitory and Student Union Revenue Bonds, Series B of 1960" in the principal amount of \$3,000,000, under and in accordance with the following terms and conditions of this Resolution, viz:

Subsection A. Series A of 1960 Bonds.

The bonds of the Series designated Northern Illinois University Dormitory and Student Union Revenue Bonds, Series A of 1960, shall be in the form of negotiable, serial, coupon bonds dated October 1, 1960, to be numbered AM-1 and upwards in consecutive order, each of \$1,000 denomination, and shall be expressed to mature on October 1 in each of the years and in amounts as follows (subject to the right to redemption prior to maturity as hereinafter specified):

<u>Amount of Principal Installment</u>	<u>Due</u>	<u>Amount of Principal Installment</u>	<u>Due</u>
\$ 50,000	1963 through 1965	\$150,000	1989 and 1990
60,000	1966 through 1969	160,000	1991
70,000	1970 through 1972	170,000	1992 and 1993
80,000	1973 through 1975	180,000	1994
90,000	1976 through 1978	190,000	1995
100,000	1979 through 1981	200,000	1996 and 1997
110,000	1982 and 1983	210,000	1998
120,000	1984 and 1985	220,000	1999
130,000	1986 and 1987	230,000	2000
140,000	1988		

provided, however, that bonds numbered AM-1 through AM-460 maturing on October 1 in each of the years 1963 through 1970 shall be noncallable prior to their maturity, and that the bonds maturing on October 1 in each of the years 1971 through 2000, being the bonds numbered from AM-461 through AM-4500, shall be redeemable prior to their maturity in whole or in part and in inverse numerical order on any interest payment date after October 1, 1970, upon at least thirty (30) days prior notice, at the principal amount thereof plus unpaid accrued interest to the date of redemption and a premium for each bond as follows:

3%	if redeemed April 1, 1971 through October 1, 1975, inclusive
2 1/2%	if redeemed April 1, 1976 through October 1, 1980, inclusive
2%	if redeemed April 1, 1981 through October 1, 1985, inclusive
1 1/2%	if redeemed April 1, 1986 through October 1, 1990, inclusive
1%	if redeemed April 1, 1991 through October 1, 1995, inclusive, and thereafter at par.

Notice of redemption of any or all of said redeemable bonds shall specify the number or numbers of the bond or bonds called for prior redemption, and the terms and the date and place of redemption, shall be published once in a financial newspaper published in the English language in the City and State of New York, and shall be filed at the place or places of payment of the principal of and interest on said bonds. The publication and filing thereof shall be at least thirty (30) days preceding such redemption date, and when any such bonds shall have been called for prior redemption and payment made or provided for in accordance with the terms of this Resolution interest thereon shall cease from and after the redemption date so specified.

The said Series A of 1960 bonds shall bear interest to be evidenced by coupons attached to said bonds, which such interest shall be payable semiannually on April 1 and October 1 of each year until paid, commencing April 1, 1961, and said bonds shall bear interest as follows:

Bonds numbered AM-1 to AM-680, inclusive, at the rate of 5% per annum;
 Bonds numbered AM-681 to AM-2730, inclusive, at the rate of 4-1/8% per annum;
 Bonds numbered AM-2731 to AM-4270, inclusive, at the rate of 4.20% per annum;
 Bonds numbered AM-4271 to AM-4500, inclusive, at the rate of 3-1/8% per annum.

That such bonds and coupons shall be payable to bearer provided, however, that such bonds may be subject to registration as to principal only at any time, prior to maturity in the name of the holder thereof on the books of the Secretary of said Teachers College Board in the City of Springfield, Illinois, hereby designated Registrar of said bonds, such registration to be noted on the reverse side of the bonds by said Registrar, and thereafter the principal of such bonds shall be payable only to the registered holder, his legal representatives or assigns. Such registered bonds shall be transferred to another registered holder or back to bearer only upon presentation to the Registrar with a legal assignment duly acknowledged or approved. Registration of any such bonds shall not affect the negotiability of the coupons thereto attached, but such coupons shall be transferable by delivery merely.

Subsection B. Series B of 1960 Bonds.

(1) The bonds of the Series designated "Northern Illinois University Dormitory and Student Union Revenue Bonds, Series B of 1960" shall be initially issued to the United States of America, the purchaser thereof, in the form of a single registered bond without coupons to be designated "Northern Illinois University Dormitory and Student Union Revenue Bond, Series B of 1960, First Issue" in the denomination of \$3,000,000, numbered BR-1 and dated October 1, 1960. The principal amount thereof shall be payable in thirty-eight (38) annual principal installments due on October 1 in each of the years and in amounts as follows (subject to the right of prepayment hereinafter stated):

<u>Amount of Principal Installment</u>	<u>Due</u>	<u>Amount of Principal Installment</u>	<u>Due</u>
\$ 40,000	1963 through 1965	\$ 90,000	1986 through 1989
50,000	1966 through 1971	100,000	1990 through 1992
60,000	1972 through 1976	110,000	1993 through 1995
70,000	1977 through 1981	120,000	1996 through 1998
80,000	1982 through 1985	130,000	1999 and 2000

(a) Said Teachers College Board shall have the right to prepay on any interest payment date after October 1, 1970 the entire principal sums remaining unpaid or such lesser portion thereof as it may determine upon, in inverse chronological order of the due dates of said installments, and in multiples of One Thousand Dollars (\$1,000) at the following prices (expressed in sums of a percentage of the principal amount of such prepayment) plus unpaid accrued interest to the date of redemption:

103% if paid on or prior to October 1, 1975;
 102 1/2% if paid after October 1, 1975 but on or prior to October 1, 1980;
 102% if paid after October 1, 1980 but on or prior to October 1, 1985;
 101 1/2% if paid after October 1, 1985 but on or prior to October 1, 1990;
 101% if paid after October 1, 1990 but on or prior to October 1, 1995; and thereafter at par,

upon notice, stating the amount or amounts of such installment or installments so to be prepaid and the date of such prepayment, mailed at least thirty (30) days prior to the date specified, to the owner of said registered bond at the address shown on the registration books of the Registrar.

(b) Said Teachers College Board also reserves the right to prepay with any surplus moneys available for that purpose in accordance with the provisions hereinafter set out in Section 12 hereof, in multiples of One Thousand Dollars (\$1,000) the whole or any part of said installments of principal in inverse chronological order of the due dates of said installments at any time at a price of par plus the unpaid accrued interest thereon to the date of such prepayment.

Each such prepayment, as aforesaid, shall be noted on said bond as hereinafter provided for the payment of each installment of principal. When such prepayment has been made, interest on the amount of any such installment shall cease from and after the date so specified.

The unpaid principal amount of said registered bond shall bear interest at the rate of Three and One-eighth Per Cent (3 1/8%) per annum, from the date thereof until paid, to be payable on October 1 and April 1 of each year, commencing April 1, 1961.

Payment of interest on said registered bond shall be made by check or draft mailed to the registered owner at the address shown on the bond registration books of the Secretary of The Teachers College Board in the City of Springfield, Illinois, hereby designated as Registrar of said bond.

Payment of each installment of principal on the due date thereof as aforesaid shall be made upon the surrender of said bond at the office of the paying agent therein described, who shall note thereon the date and amount of each payment of each installment of principal; provided, whenever said registered bond is owned by the United States of America and there shall have been filed with the paying agent thereof a certificate of the Secretary of said Teachers College Board that the United States of America and said Teachers College Board have entered into a written agreement (i) that payment of any portion of such bond may be made to the United States of America, or its designated fiscal agent, without presentation or surrender thereof, (ii) that the United States of America will promptly make notation of any such payment on such bond, and (iii) that the United States of America shall not sell, transfer, or otherwise dispose of such bond unless prior to delivery thereof such bond shall have been presented to said paying agent for appropriate notation thereon of the portion of the principal amount thereof which has been paid, or such bond shall have been surrendered in exchange for coupon bonds as hereinafter provided in Subsection B(2) of this Section 2 for the unpaid balance of the principal amount thereof, then, in that event, the paying agent, in lieu of requiring the presentation or surrender of such bond for notation of such principal payment thereon, may transmit such principal payment to the United States of America, or its designated fiscal agent, with instructions to endorse such payment on such bond and accept therefrom a certificate that such payment has been so endorsed as conclusive evidence of such endorsement and payment.

Said registered bond shall be exchangeable for the negotiable coupon bonds of type composition on paper of customary weight and strength, hereinafter described in Subsection B(2) of this Section 2, at the office of said Registrar, at the request of the holder of said registered bond and on any interest payment date within ninety (90) days from the date of such request, by the surrender of said bond for cancellation, accompanied by a written instrument of transfer in form satisfactory to said Registrar duly executed by the registered owner in person or by its duly authorized agent, and thereupon said Teachers College Board will issue and deliver at the office of said Registrar, or send by registered mail to the owner of said registered bond, an amount of negotiable coupon bonds equal to the aggregate principal amount of indebtedness represented by said registered bond that is at the date of said transfer and exchange unpaid.

Said registered bond when so exchanged shall be cancelled by the Registrar.

Said Teachers College Board will provide at its own expense such negotiable coupon bonds to be delivered in exchange for said registered bond, including the payment of any stamp tax, or other governmental charge that may be imposed on such exchange, and in addition thereto such reasonable charges as are incurred by the owner of said registered bond in the making of such exchange.

(2) The bonds of the Series designated "Northern Illinois University Dormitory and Student Union Revenue Bonds, Series B of 1960" shall be in the form of negotiable coupon bonds dated October 1, 1960, to be numbered BM-1 and upwards in consecutive order, each of \$1,000 denomination, and shall be expressed to mature on October 1 in each of the years and in amounts as follows (subject to the right of redemption prior to maturity as hereinafter specified):

<u>Amount of Principal Installment</u>	<u>Due</u>	<u>Amount of Principal Installment</u>	<u>Due</u>
\$ 40,000	1963 through 1965	\$ 90,000	1986 through 1989
50,000	1966 through 1971	100,000	1990 through 1992
60,000	1972 through 1976	110,000	1993 through 1995
70,000	1977 through 1981	120,000	1996 through 1998
80,000	1982 through 1985	130,000	1999 to 2000

provided, however, that bonds numbered BM-1 through BM-370 maturing on October 1 in each of the years 1963 through 1970 shall be noncallable prior to their maturity, and that the bonds maturing on October 1 in each of the years 1971 through 2000, being the bonds numbered from BM-371 through BM-3000, shall be redeemable prior to their maturity, at the option of The Teachers College Board, in whole or in part, in their inverse numerical order, on any interest payment date after October 1, 1970, in the principal amount thereof plus unpaid accrued interest to the date of redemption and a premium for each bond as follows:

3%	if redeemed April 1, 1971 through October 1, 1975, inclusive
2 1/2%	if redeemed April 1, 1976 through October 1, 1980, inclusive
2%	if redeemed April 1, 1981 through October 1, 1985, inclusive
1 1/2%	if redeemed April 1, 1986 through October 1, 1990, inclusive
1%	if redeemed April 1, 1991 through October 1, 1995, and thereafter at par.

Notice of redemption of any or all of said redeemable bonds shall specify the number or numbers of the bond or bonds called for prior redemption, and the terms and the date and place of redemption shall be published once in a financial newspaper published in the English language in the City and State of New York, and shall be filed at the place or places of payment of the principal of and interest on said bonds. The publication and filing thereof shall be at least thirty (30) days preceding such redemption date, and when any such bonds shall have been called for prior redemption and payment made or provided for in accordance with the terms of this Resolution interest thereon shall cease from and after the redemption date so specified.

Said Series B bonds shall also be subject to redemption prior to their maturity, at any time, in inverse numerical order, from any surplus moneys available for that purpose in accordance with the provisions hereinafter set out in Section 12 hereof at a price of par plus the unpaid accrued interest thereon to the date of such redemption upon the giving of like notice.

That such bonds and coupons shall be payable to bearer provided, however, that such bonds may be subject to registration as to principal only at any time prior to maturity in the name of the holder thereof on the books of the Secretary

of said Teachers College Board in the City of Springfield, Illinois, hereby designated Registrar of said bonds, such registration to be noted on the reverse side of the bonds by said Registrar, and thereafter the principal of such bonds shall be payable only to the registered holder, his legal representative or assigns. Such registered bonds shall be transferred to another registered holder or back to bearer only upon presentation to the Registrar with a legal assignment duly acknowledged or approved. Registration of any such bonds shall not affect the negotiability of the coupons thereto attached, but such coupons shall be transferable by delivery merely.

The said coupon bonds shall only be issued by The Teachers College Board to the owner of the registered bond described in Subsection B(1) of this Section 2, and in exchange therefor, in a principal amount that is equal to the principal amount of indebtedness represented by said registered bond that is unpaid at the date of the transfer and exchange of the said registered bond for coupon bonds.

When issued said coupon bonds shall bear interest at the rate of Three and One-eighth Per Cent (3 1/8%) per annum, to be payable semiannually on April 1 and October 1 of each year from the date of exchange thereof until paid.

Simultaneously upon the delivery of the said coupon bonds in exchange for said registered bond said Secretary of The Teachers College Board as Registrar shall (i) cancel the registered bond so surrendered, (ii) cancel all of the coupon bonds (and coupons attached thereto) whose date or dates of maturity coincide with the date or dates any installment of principal on said registered bond is due and such installment or installments of principal of said registered bond have been paid in full, (iii) cancel such amount of the coupon bonds (and coupons attached thereto) whose date or dates of maturity coincide with the date or dates any installment of principal on said registered bond is due that equal the amount of such installment or installments of principal on said registered bond that have been paid in part, and (iv) cancel all past due and matured coupons attached to said coupon bonds. If the coupon bonds are delivered in exchange for and upon cancellation of said registered bond subsequent to the date said coupon bonds are first expressed to mature, the coupon bonds then to be delivered shall be numbered consecutively beginning with the lowest serial number of the bonds so to be delivered and continuing upwards.

All of said coupon bonds that are executed and delivered in exchange for said registered bond shall be the valid obligations of The Teachers College Board of the State of Illinois evidencing the same debt as the registered bond so surrendered, and shall be entitled to all the benefits and protection of this Resolution to the same extent as the registered bond in exchange for which said coupon bonds were executed and delivered.

Subsection C.

Both principal of and interest on each of the bonds authorized under this Resolution (whether in the form of a registered bond without coupons or in the form of negotiable coupon bonds as described in Subsection A and B of this Section 2) shall be payable in any coin or currency which on the respective dates of payment of such principal and interest is legal tender for payment of debts due the United States of America at The First National Bank of Chicago, Chicago, Illinois, or at the option of the holder at the principal office of The Chemical Bank New York Trust Company, in the Borough of Manhattan, City and State of New York.

Subsection D.

That each of said bonds so authorized under this Resolution whether in the form of a registered bond without coupons or in the form of negotiable coupon bonds, as aforesaid, shall be executed for and on behalf of The Teachers College Board of the State of Illinois by the Chairman of said Board, attested by the Secretary thereof under the seal of said Board, countersigned by the Treasurer of the State of Illinois and before delivery shall be registered by the Auditor of Public Accounts in a registry record kept in his office for that purpose. The coupons to be attached to the coupon bonds shall bear the facsimile signatures of the officials who execute said bonds, who by the execution of said bonds shall adopt as

and for their own proper signatures their facsimile signatures appearing on said coupons.

Section 3. That the form of the bonds of the Series A of 1960 issue and of the Series B of 1960 issue (with appropriate omissions and insertions to give effect to differences of maturity dates, rates of interest, terms of redemption and recitals) shall be as follows:

(a) "Series A of 1960" negotiable coupon bonds.

(Form of Bond)

UNITED STATES OF AMERICA

STATE OF ILLINOIS

NORTHERN ILLINOIS UNIVERSITY
DORMITORY AND STUDENT UNION REVENUE BOND
SERIES A OF 1960

Number AM-

\$1,000

KNOW ALL MEN BY THESE PRESENTS that The Teachers College Board of the State of Illinois for Northern Illinois University at DeKalb, Illinois, created and established under the laws of the State of Illinois, hereby acknowledges itself indebted to, and for value received promises to pay to, bearer, or to the registered holder hereof if this bond be registered as to principal only as hereinafter provided, but only out of the revenues pledged for that purpose as hereinafter provided for, and not otherwise, the sum of One Thousand Dollars (\$1,000) on October 1, 19 , and to pay interest on said sum from the date hereof at the rate of Per Cent (%) per annum, payable semiannually on the first days of April and October in each year until the principal sum hereof shall have been paid. Interest accruing on this bond on and prior to the maturity date hereof shall be payable upon presentation and surrender of the interest coupons hereto attached as they subsequently become due, but no interest shall accrue on this bond after the maturity hereof unless this bond be presented for payment at maturity and be not then paid.

Both principal hereof and interest hereon are payable in any coin or currency which on the respective dates of payment of such principal and interest is legal tender for the payment of debts due the United State of America at The First National Bank of Chicago, Chicago, Illinois, or at the option of the holder at the principal office of The Chemical Bank New York Trust Company, in the Borough of Manhattan, City and State of New York.

Bonds numbered AM-1 through AM-460 (maturing October 1 in each of the years 1963 through 1970) shall be non-callable prior to their maturity. However, said Teachers College Board reserves the right to redeem prior to their maturity bonds numbered from AM-461 through AM-4500 (maturing on October 1 in each of the years 1971 through 2000) in whole or in part in their inverse numerical order on any interest payment date after October 1, 1970, upon at least thirty (30) days prior notice, at the principal amount thereof plus unpaid accrued interest to the date of redemption and a premium for each bond as follows:

3%	if redeemed April 1, 1971 through October 1, 1975, inclusive
2 1/2%	if redeemed April 1, 1976 through October 1, 1980, inclusive
2%	if redeemed April 1, 1981 through October 1, 1985, inclusive
1 1/2%	if redeemed April 1, 1986 through October 1, 1990, inclusive
1%	if redeemed April 1, 1991 through October 1, 1995, inclusive, and thereafter at par.

Notice of redemption of any or all of said bonds shall specify the number or numbers of the bond or bonds called for prior redemption, and the terms and the date and place of redemption shall be published once in a financial newspaper published in the English language in the City and State of New York, and shall be filed at the place or places of payment of the principal of and interest on said bonds. The publication and filing thereof shall be at least thirty (30) days preceding such redemption date, and when any such bonds shall have been called for prior redemption and payment made or provided for in accordance with the terms of this notice interest thereon shall cease from and after the redemption date so specified.

This bond is one of a total authorized issue of \$7,500,000 aggregate principal amount, executed and delivered in Series (designated Series A of 1960 in the principal amount of \$4,500,000, and Series B of 1960 in the principal amount of \$3,000,000), to provide funds to pay part of the cost of the construction of a new dormitory and dining hall unit and a student union building on the campus of Northern Illinois University, and the cost of the installation of all necessary moveable equipment and furnishings and appurtenant facilities for said new dormitory and dining hall unit and said student union building as aforesaid, all as provided by the Constitution and Laws of the State of Illinois, including Sections 59a through 59e, Chapter 127, Illinois Revised Statutes, 1959, and all other laws amendatory thereof or supplementary thereto, and as fully described in that certain Resolution adopted by The Teachers College Board of the State of Illinois on the day of _____, 1961.

This bond, and all such bonds of said total authorized issue of \$7,500,000 aggregate principal amount, are payable solely from and secured by a first lien on and pledge of the net revenues derived from the operation of said new dormitory and dining hall unit and student union building so to be constructed from the proceeds of said total authorized issue of \$7,500,000 aggregate principal amount and other funds of said University available for that purpose. All bonds of said total authorized issue of \$7,500,000 aggregate principal amount are coequal as to the lien on and pledge of all said revenues securing the payment thereof, and share ratably without any preference, priority or distinction as to the source or method of payment and security of said bonds.

This bond does not constitute an obligation of the State of Illinois within the meaning or application of any Constitutional or Statutory limitation or provision, and the holder hereof shall never have the right to demand payment of this bond or interest hereon out of any funds other than the income and revenues pledged for payment thereof.

IT IS HEREBY CERTIFIED AND RECITED that in issuing this bond, and the Series of bonds of which this bond is one, and the total authorized issue of bonds of which this Series is a part, said Teachers College Board has covenanted and agreed to operate, use and maintain continuously said new dormitory and dining hall unit and said student union building and all related facilities so to be constructed from the proceeds of said total authorized issue of bonds, at all times in an efficient and economical manner; to adopt such parietal rules and regulations for the use thereof as may be necessary to assure the maximum occupancy and use thereof; and to charge and collect for the use thereof rates, fees, rentals and charges fully sufficient to pay when due the principal of and interest on this bond, and the Series of which it is one, and the total authorized issue of bonds of which this Series is a part, and to maintain the Bond Reserve Account and Repair and Replacement Reserve Account created by the Resolution authorizing this bond, and to pay all operating and other necessary expenses incident to the maintenance thereof.

It is hereby further certified and recited that all acts, conditions and things required to exist, to happen, and be performed precedent to and in the issuance of this bond have existed, have happened, and have been performed in due form, time and manner as required by law, and that the amount of this bond, and the Series of which it is one, and the total authorized issue of bonds of which this Series is a part, do not exceed any limit prescribed by the Constitution or statutes of the State of Illinois.

This bond may be registered as to principal only in accordance with the provisions on the back hereof.

IN TESTIMONY WHEREOF, The Teachers College Board of the State of Illinois for Northern Illinois University has caused its seal to be impressed hereon and this bond to be signed by its Chairman and attested by the Secretary of said Teachers College Board, and countersigned by the Treasurer of the State of Illinois, and the interest coupons hereto annexed to be executed by the lithographed facsimile signatures of said officials who, by the execution hereof, do adopt as and for their own proper signatures their facsimile signatures appearing on said coupons, all as of this first day of October, 1960.

THE TEACHERS COLLEGE BOARD OF THE
STATE OF ILLINOIS FOR NORTHERN
ILLINOIS UNIVERSITY

(SEAL)
Attest:

By _____
Chairman

Secretary

COUNTERSIGNED:

Treasurer, State of Illinois

(Form of Coupon)

Number _____ \$

On the first day of _____, 19____ (unless the bond to which this coupon is attached has been sooner called for redemption as therein recited), The Teachers College Board of the State of Illinois for Northern Illinois University hereby promises to pay to the bearer out of the funds specified in the bond to which this coupon is attached the sum of _____ Dollars (\$) at The First National Bank of Chicago, Chicago, Illinois, or at the option of the holder at the principal office of The Chemical Bank New York Trust Company, in the Borough of Manhattan, City and State of New York, in any coin or currency which, on the respective dates of payment of such principal and interest, is legal tender for the payment of debts due the United States of America, for semiannual interest due that day on its Northern Illinois University Dormitory and Student Union Revenue Bond, Series A of 1960, dated October 1, 1960, and numbered AM-

THE TEACHERS COLLEGE BOARD OF THE
STATE OF ILLINOIS FOR NORTHERN
ILLINOIS UNIVERSITY

By _____
Chairman

Attest:

Secretary

Countersigned:

Treasurer, State of Illinois

(Form of Registration Certificate)

This bond may be registered as to principal only, in the name of the holder hereof, on the books of the Secretary of The Teachers College Board of the State of Illinois in the City of Springfield, State of Illinois, as Registrar, at which time

such registration shall be noted below by said Registrar. Upon its presentation by such registered holder, either in person or by a bank or trust company authorized to do business in the State of Illinois, with a written request endorsed on this bond that the bond be registered in the name of another person or that the registration be cancelled and the bond be made payable to bearer, said Registrar shall register it in the name of another holder or to bearer. After registration to bearer this bond shall be transferable by delivery, but it may be again registered as before. The registration of this bond as to principal shall not affect the negotiability of the coupons, which shall continue to be transferable by delivery.

The within bond has been registered as follows:

<u>Date of</u> <u>Registry</u>	<u>Name of Registered Holder</u>	<u>Signature of said</u> <u>Secretary as Registrar</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

(b) "Series B of 1960, First Issue" fully registered bond.

(Form of Bond)

UNITED STATES OF AMERICA

STATE OF ILLINOIS

NORTHERN ILLINOIS UNIVERSITY
DORMITORY AND STUDENT UNION REVENUE BOND
SERIES B OF 1960, FIRST ISSUE

Number BR-1

\$3,000,000

KNOW ALL MEN BY THESE PRESENTS that The Teachers College Board of the State of Illinois for Northern Illinois University at DeKalb, Illinois, created and established under the laws of the State of Illinois, hereby acknowledges itself indebted to and for value received promises to pay to the registered owner hereof, the United States of America, Housing and Home Finance Administrator, or his successor, or his registered fiscal agent or assigns, in thirty-eight (38) annual principal installments as hereinafter specified, but only out of the revenues pledged for that purpose as hereinafter provided for and not otherwise, the principal sum of \$3,000,000 in installments of principal that become due on October 1 in each of the years and in amounts as follows:

<u>Amount of</u> <u>Principal</u> <u>Installment</u>	<u>Due</u>	<u>Amount of</u> <u>Principal</u> <u>Installment</u>	<u>Due</u>
\$ 40,000	1963 through 1965	\$ 90,000	1986 through 1989
50,000	1966 through 1971	100,000	1990 through 1992
60,000	1972 through 1976	110,000	1993 through 1995
70,000	1977 through 1981	120,000	1996 through 1998
80,000	1982 through 1985	130,000	1999 and 2000

and to pay interest on the unpaid principal installments of said principal sum at the rate of Three and One-eighth Per Cent (3 1/8%) per annum, from date hereof until paid, to be payable on October 1 and April 1 of each year, commencing April 1, 1961, by check or draft mailed to the registered owner at its address appearing on the back hereof and on the bond registration books of the Registrar of this bond. Both principal hereof and interest hereon are payable in any coin or currency which on the respective dates of payment of such principal and interest is legal tender for the payment of debts due the United States of America, at The First National Bank of Chicago, Chicago, Illinois, or at the option of the holder at the principal office of The Chemical Bank New York Trust Company, in the Borough of Manhattan, City and State of New York.

Payment of each installment of principal shall be noted on the reverse of this bond as provided by the Resolution authorizing its issuance.

Said Teachers College Board shall have the right to prepay on any interest payment date after October 1, 1970 the entire principal sums remaining unpaid or such lesser portion thereof as it may determine upon, in inverse chronological order of the due dates of said installments, and in multiples of One Thousand Dollars (\$1,000) at the following prices (expressed in sums of a percentage of the principal amount of such prepayment) plus unpaid accrued interest to the date of redemption:

103%	if paid on or prior to October 1, 1975;
102 1/2%	if paid after October 1, 1975 but on or prior to October 1, 1980;
102%	if paid after October 1, 1980 but on or prior to October 1, 1985;
101 1/2%	if paid after October 1, 1985 but on or prior to October 1, 1990;
101%	if paid after October 1, 1990 but on or prior to October 1, 1995; and thereafter at par,

upon notice, stating the amount or amounts of such installment or installments so to be prepaid and the date of such prepayment, mailed at least thirty (30) days prior to the date specified, to the owner of said registered bond at the address shown on the registration books of the Registrar.

Said Teachers College Board also reserves the right to prepay with any surplus moneys available for that purpose in accordance with the provisions set out in Section 12 of the Resolution hereinafter mentioned, in multiples of One Thousand Dollars (\$1,000), the whole or any part of said installments of principal in inverse chronological order of the due dates of said installments at any time at a price of par plus the unpaid accrued interest thereon to the date of such prepayment upon the giving of like notice.

When such prepayment has been made, interest on the amount of any such installment shall cease from and after the date so specified.

This bond is one of a total authorized issue of \$7,500,000 aggregate principal amount, executed and delivered in Series (designated Series A of 1960 in the principal amount of \$4,500,000, and Series B of 1960 in the principal amount of \$3,000,000), to provide funds to pay part of the cost of the construction of a new dormitory and dining hall unit and a student union building on the campus of Northern Illinois University and the cost of the installation of all necessary moveable equipment and furnishings and appurtenant facilities for said new dormitory and dining hall unit and said student union building as aforesaid, all as provided by the Constitution and Laws of the State of Illinois, including Sections 59a through 59e, Chapter 127, Illinois Revised Statutes, 1959, and all other laws amendatory thereof or supplementary thereto, and as more fully described in that certain Resolution adopted by The Teachers College Board of the State of Illinois on the day of , 1961.

This bond, and all such bonds of said total authorized issue of \$7,500,000 aggregate principal amount, are payable solely from and secured by a first lien on and pledge of the net revenues derived from the operation of said new dormitory and dining hall unit and student union building so to be constructed from the proceeds of said total authorized issue of \$7,500,000 aggregate principal amount. All bonds of said total authorized issue of \$7,500,000 aggregate principal amount are coequal as to the lien on and pledge of all said revenues securing the payment thereof, and share ratably without any preference, priority or distinction as to the source or method of payment and security of said bonds.

This bond may be exchanged for negotiable coupon bonds of type composition on paper of customary weight and strength at the office of the Secretary of The

Teachers College Board of the State of Illinois, as Registrar of this bond, in Springfield, Illinois, upon the terms and conditions set forth in said Resolution pursuant to which this bond has been issued. Said Teachers College Board, each paying agent hereof, and said Registrar, may treat the person in whose name this bond is registered as the absolute owner hereof for the purpose of receiving payment thereof and for all other purposes, and shall not be affected by any notice to the contrary whether any installment of principal of this bond be overdue or not.

This bond does not constitute an obligation of the State of Illinois within the meaning or application of any Constitutional or Statutory limitation or provision, and the holder hereof shall never have the right to demand payment of this bond or interest hereon out of any funds other than the income and revenues pledged for payment thereof.

IT IS HEREBY CERTIFIED AND RECITED that in issuing this bond, and the Series of bonds of which this bond is one, and the total authorized issue of bonds of which this Series is a part, said Teachers College Board has covenanted and agreed to operate, use and maintain continuously said new dormitory and dining hall unit and said student union building and all related facilities so to be constructed from the proceeds of said total authorized issue of bonds, at all times in an efficient and economical manner; to adopt such parietal rules and regulations for the use thereof as may be necessary to assure the maximum occupancy and use thereof; and to charge and collect for the use thereof rates, fees, rentals and charges fully sufficient to pay when due the principal of and interest on this bond, and the Series of bonds of which this bond is one, and the total authorized issue of bonds of which this Series is a part, and to maintain the Bond Reserve Account and Repair and Replacement Reserve Account created by the Resolution authorizing this bond, and to pay all operating and other necessary expenses incident to the maintenance thereof.

It is hereby further certified and recited that all acts, conditions and things required to exist, to happen, and to be performed precedent to and in the issuance of this bond have existed, have happened, and have been performed in due form, time and manner as required by law, and that the amount of this bond, and the Series of which it is one, and the total authorized issue of bonds of which this Series is a part, do not exceed any limit prescribed by the Constitution or statutes of the State of Illinois.

IN TESTIMONY WHEREOF, The Teachers College Board of the State of Illinois for Northern Illinois University has caused its seal to be impressed hereon and this bond to be signed by its Chairman and attested by the Secretary of said Teachers College Board, and countersigned by the Treasurer of the State of Illinois, all as of this first day of October, 1960.

THE TEACHERS COLLEGE BOARD OF THE
STATE OF ILLINOIS FOR NORTHERN
ILLINOIS UNIVERSITY

(SEAL)

By _____
Chairman

Attest:

Secretary

COUNTERSIGNED:

Treasurer, State of Illinois

(Form of Registration Certificate)

This bond has been registered as to principal and interest in the name of the holder hereof, on the books of the Secretary of The Teachers College Board of the State of Illinois for Northern Illinois University, in the City of Springfield, State of Illinois, as Registrar, as follows:

<u>Date of Registry</u>	<u>Name of Registered Holder</u>	<u>Signature of said Secretary as Registrar</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

(Form of Assignment)

FOR VALUE RECEIVED _____ hereby sell, assign and transfer unto _____, the within Bond, _____
Name and Address of Transferee Must be Printed or Typewritten
and all right, title and interest thereto, and hereby irrevocably authorize and appoint _____ Attorney to transfer said Bond on the books of the Registrar with full power of substitution in the premises.

Dated _____

(L.S.)

In the Presence of

(Form of Notation of Installment Payments)

Note: No writing below except by the Registrar of this Bond or by a Bondholder or his Registered Fiscal Agent approved by The Teachers College Board.

PREPAYMENT RECORD

PRINCIPAL INSTALLMENTS ON WHICH PAYMENTS HAVE BEEN MADE PRIOR TO MATURITY

<u>Principal Due</u>	<u>Principal</u>	<u>Date</u>	<u>Name of Paying Agent</u>
<u>Date</u> <u>Amount</u>	<u>Payment</u>	<u>Paid</u>	<u>Authorized Official and Title</u>

(c) "Series B of 1960" negotiable coupon bonds.

(Form of Bond)

UNITED STATES OF AMERICA

STATE OF ILLINOIS

NORTHERN ILLINOIS UNIVERSITY
DORMITORY AND STUDENT UNION REVENUE BOND
SERIES B OF 1960

Number BM-

\$1,000

KNOW ALL MEN BY THESE PRESENTS that The Teachers College Board of the State of Illinois for Northern Illinois University at DeKalb, Illinois, created and established under the laws of the State of Illinois, hereby acknowledges itself indebted to, and for value received promises to pay to, bearer, or to the registered holder hereof if this bond be registered as to principal only as hereinafter provided, but

only out of the revenues pledged for that purpose as hereinafter provided for, and not otherwise, the sum of One Thousand Dollars (\$1,000) on October 1, 19 , and to pay interest on said sum from the date hereof at the rate of Three and One-eighth Per Cent (3 1/8%) per annum, payable semiannually on the first days of April and October in each year until the principal sum hereof shall have been paid. Interest accruing on this bond on and prior to the maturity date hereof shall be payable upon presentation and surrender of the interest coupons hereto attached as they subsequently become due, but no interest shall accrue on this bond after the maturity hereof unless this bond be presented for payment at maturity and be not then paid.

Both principal hereof and interest hereon are payable in any coin or currency which on the respective dates of payment of such principal and interest is legal tender for the payment of debts due the United States of America at The First National Bank of Chicago, Chicago, Illinois, or at the option of the holder at the principal office of The Chemical Bank New York Trust Company in the Borough of Manhattan, City and State of New York.

Bonds numbered BM-1 through BM-370 (maturing October 1 in each of the years 1963 through 1970) shall be non-callable prior to their maturity. However, said Teachers College Board reserves the right to redeem prior to their maturity bonds numbered from BM-371 through BM-3000 (maturing on October 1 in each of the years 1971 through 2000) at the option of The Teachers College Board, in whole or in part, in their inverse numerical order, on any interest payment date after October 1, 1970, at the principal amount thereof plus unpaid accrued interest to the date of redemption and a premium for each bond as follows:

3%	if redeemed April 1, 1971 through October 1, 1975, inclusive
2 1/2%	if redeemed April 1, 1976 through October 1, 1980, inclusive
2%	if redeemed April 1, 1981 through October 1, 1985, inclusive
1 1/2%	if redeemed April 1, 1986 through October 1, 1990, inclusive
1%	if redeemed April 1, 1991 through October 1, 1995, and thereafter at par.

Notice of redemption of any or all of said bonds shall specify the number or numbers of the bond or bonds called for prior redemption, and the terms and the date and place of redemption shall be published once in a financial newspaper published in the English language in the City and State of New York, and shall be filed at the place or places of payment of the principal of and interest on said bonds. The publication and filing thereof shall be at least thirty (30) days preceding such redemption date, and when any such bonds shall have been called for prior redemption and payment made or provided for in accordance with the terms of this notice interest thereon shall cease from and after the redemption date so specified.

Said bonds shall also be subject to redemption prior to their maturity, at any time, in inverse numerical order, from any surplus moneys available for that purpose in accordance with the provisions hereinafter set out in Section 12 hereof, at a price of par plus the unpaid accrued interest thereon to the date of such redemption upon the giving of like notice.

This bond is one of a total issue of \$7,500,000 aggregate principal amount, executed and delivered in Series (designated Series A of 1960 in the principal amount of \$4,500,000, and Series B of 1960 in the principal amount of \$3,000,000), to provide funds to pay part of the cost of the construction of a new dormitory and dining hall unit and student union building on the campus of Northern Illinois University and the cost of the installation of all necessary moveable equipment and furnishings and appurtenant facilities for said new dormitory and dining hall unit and said student union building as aforesaid, all as provided by the Constitution and Laws of the State of Illinois, including Sections 59a through 59e, Chapter 127,

Illinois Revised Statutes, 1959, and all other laws amendatory thereof or supplementary thereto, and as more fully described in that certain Resolution adopted by The Teachers College Board of the State of Illinois on the day of , 1961.

This bond, and all such bonds of said total authorized issue of \$7,500,000 aggregate principal amount, are payable solely from and secured by a first lien on and pledge of the net revenues derived from the operation of said new dormitory and dining hall unit and student union building so to be constructed from the proceeds of said total authorized issue of \$7,500,000 aggregate principal amount. All bonds of said total authorized issue of \$7,500,000 aggregate principal amount are coequal as to the lien on and pledge of all said revenues securing the payment thereof, and share ratably without any preference, priority or distinction as to the source or method of payment and security of said bonds.

This bond does not constitute an obligation of the State of Illinois within the meaning or application of any Constitutional or Statutory limitation or provision, and the holder hereof shall never have the right to demand payment of this bond or interest hereon out of any funds other than the income and revenues pledged for payment thereof.

IT IS HEREBY CERTIFIED AND RECITED that in issuing this bond and the Series of bonds of which this bond is one, and the total authorized issue of bonds of which this Series is a part, said Teachers College Board has covenanted and agreed to operate, use and maintain continuously said new dormitory and dining hall unit and said student union building and all related facilities so to be constructed from the proceeds of said total authorized issue of bonds, at all times in an efficient and economical manner; to adopt such parietal rules and regulations for the use thereof as may be necessary to assure the maximum occupancy and use thereof; and to charge and collect for the use thereof rates, fees, rentals and charges fully sufficient to pay when due the principal of and interest on this bond, and the Series of bonds of which this bond is one, and the total authorized issue of bonds of which this Series is a part, and to maintain the Bond Reserve Account and Repair and Replacement Reserve Account created by the Resolution authorizing this bond, and to pay all operating and other necessary expenses incident to the maintenance thereof.

It is hereby further certified and recited that all acts, conditions and things required to exist, to happen, and be performed precedent to and in the issuance of this bond have existed, have happened, and have been performed in due form, time and manner as required by law, and that the amount of this bond, and the Series of which it is one, and the total authorized issue of bonds of which this Series is a part, do not exceed any limit prescribed by the Constitution or Statutes of the State of Illinois.

This bond may be registered as to principal only in accordance with the provisions on the back hereof.

IN TESTIMONY WHEREOF, The Teachers College Board of the State of Illinois for Northern Illinois University has caused its seal to be impressed hereon and this bond to be signed by its Chairman and attested by the Secretary of said Teachers College Board, and countersigned by the Treasurer of the State of Illinois, and the interest coupons hereto annexed to be executed by the lithographed facsimile signatures of said officials who, by the execution hereof, do adopt as and for their own proper signatures their facsimile signatures appearing on said coupons all as of this first day of October, 1960.

(SEAL)

Attest:

Secretary

THE TEACHERS COLLEGE BOARD OF THE
STATE OF ILLINOIS FOR NORTHERN
ILLINOIS UNIVERSITY

By _____
Chairman

COUNTERSIGNED:

Treasurer, State of Illinois

(Form of Coupon)

Number

\$

On the first day of _____, 19____ (unless the bond to which this coupon is attached has been sooner called for redemption as therein recited), The Teachers College Board of the State of Illinois for Northern Illinois University hereby promises to pay to the bearer out of the funds specified in the bond to which this coupon is attached the sum of _____ Dollars (\$ _____) at The First National Bank of Chicago, Chicago, Illinois, or at the option of the holder at the principal office of The Chemical Bank New York Trust Company, in the Borough of Manhattan, City and State of New York, in any coin or currency which, on the respective dates of payment of such principal and interest, is legal tender for the payment of debts due the United States of America, for semiannual interest due that day on its Northern Illinois University Dormitory and Student Union Revenue Bond, Series B of 1960, dated October 1, 1960, and numbered BM-

THE TEACHERS COLLEGE BOARD OF THE
STATE OF ILLINOIS FOR NORTHERN
ILLINOIS UNIVERSITY

By _____
Chairman

Attest:

Secretary

Countersigned:

Treasurer, State of Illinois

(Form of Registration Certificate)

This bond may be registered as to principal only, in the name of the holder hereof, on the books of the Secretary of The Teachers College Board of the State of Illinois in the City of Springfield, State of Illinois, as Registrar, at which time such registration shall be noted below by said Registrar. Upon its presentation by such registered holder, either in person or by a bank or trust company authorized to do business in the State of Illinois, with a written request endorsed on this bond that the bond be registered in the name of another person or that the registration be cancelled and the bond be made payable to bearer, said Registrar shall register it in the name of another holder or to bearer. After registration to bearer this bond shall be transferable by delivery, but it may be again registered as before. The registration of this bond as to principal shall not affect the negotiability of the coupons, which shall continue to be transferable by delivery.

The within bond has been registered as follows:

<u>Date of Registry</u>	<u>Name of Registered Holder</u>	<u>Signature of said Secretary as Registrar</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Section 4. That for the purpose of this Resolution the following words, terms and phrases shall have the following meanings:

(A) The Teachers College Board of the State of Illinois is hereinafter designated the "Board".

(B) Northern Illinois University at DeKalb, Illinois, is hereinafter designated the "University".

(C) The new dormitory and dining hall unit and the student union building at said University, as described in the preamble hereto, completely equipped and furnished, to be constructed from the proceeds of the bonds herein authorized, together with all improvements, repairs and extensions thereto, or replacements thereof, hereafter constructed or acquired, and all other facilities related thereto, are hereby collectively referred to as the "Project".

(D) The term "cost of construction of the Project" means the cost of the construction work at the site of the Project; the cost of architectural, engineering, clerical and other services rendered or performed in connection with the construction of the Project; the cost of land acquisition, including easements and rights-in-land necessary for the construction of the Project; interest on the bonds herein authorized during construction of the Project; the cost of fixed equipment for the Project; and miscellaneous expenses necessary to the construction of the Project such as travel, inspection and auditing, including the cost of audits, and field supervision by representatives of the Federal Government.

(E) The phrase "gross revenues" used in connection with the Project shall mean all rentals, charges, income, revenue and receipts to be received from the continued use and operation of the Project.

(F) The phrase "net revenues" or "net revenue" used in connection with the Project shall mean that portion of the gross revenues received from the continued use and operation of the Project remaining after providing sufficient funds for the reasonable and necessary cost of currently maintaining, repairing, insuring and operating the Project.

(G) The term "fiscal year" shall mean the period commencing July 1 and ending June 30 of each succeeding calendar year.

(H) The word "bonds" shall mean each of the \$7,500,000 aggregate principal amount of bonds authorized under the terms of this Resolution.

Section 5. Each of the \$7,500,000 aggregate principal amount of bonds authorized under the terms of this Resolution is payable from and secured by a first lien on and pledge of the net revenues of the Project, and said lien and said pledge are hereby irrevocably created and made for the prompt and punctual payment of the principal of and interest on said bonds according to their terms and to create and maintain the Bond Reserve Account and the Repair and Replacement Reserve Account as hereinafter described in this Resolution. None of said bonds shall be entitled to priority or distinction one over the other in the application of such revenues hereby pledged to the payment thereof, regardless of the fact that said bonds are issued in Series and that some of said bonds may be delivered prior to the delivery of other bonds of the same or different Series, or regardless of the time or times said bonds mature, or are called for prior redemption or otherwise; it being the intent hereof that all of said \$7,500,000 aggregate principal amount of bonds are coequal as to lien and share ratably without preference, priority or distinction as to the source or method of payment and security therefor.

Section 6. That so long as any of the said bonds herein authorized are outstanding, the Project shall be operated and maintained on a fiscal year basis commencing on July 1 and ending on June 30 of each succeeding year; provided that the first fiscal year of the Project shall commence as soon as any portion of the Project becomes revenue producing.

For the purpose of accounting for the gross revenues to be derived from the operation of the Project there are hereby established the following Accounts, and all moneys and investments therein shall be used and held for use in accordance with the following provisions:

(A) Revenue Fund

As soon as any portion of the Project becomes revenue producing the gross revenue derived from the operation or ownership of the Project, shall within three (3) days after receipt thereof be paid to the Treasurer of the State of Illinois and shall be set aside by said official in a special fund hereby created and to be known as "The Teachers College Board Revenue Fund Account of 1960 for Northern Illinois University" (hereinafter referred to as the "Revenue Fund") and shall be expended and used by said Treasurer only in the manner and order specified in Subparagraphs (B), (C), (D), (E) and (F) of this Section 6.

(B) Operation and Maintenance Account

On the first day of each calendar month, beginning with the first day of the calendar month next succeeding the month when any portion of the Project becomes revenue producing, said Treasurer shall transfer on his books from the Revenue Fund to a separate and special account hereby created and designated the "Operation and Maintenance Account, Northern Illinois University \$7,500,000 Dormitory and Student Union Revenue Bonds, Series 1960, dated October 1, 1960" (hereinafter referred to as the "Operation and Maintenance Account") such a sum of money as may be directed by order of said Board sufficient to pay the reasonable cost of operating and maintaining the Project for said calendar month, including adequate provision for insurance and any fees due the paying agents on the bonds herein authorized, and the money so transferred shall be used for such purposes and no other.

If in any month for any reason there shall not be available for transfer from the Revenue Fund to the Operation and Maintenance Account an amount equal to the amount required for the payment of the expenses hereinabove referred to, then an amount equal to any such deficiency shall be added to the amount otherwise required to be transferred from the Revenue Fund to said Operation and Maintenance Account in the next succeeding calendar month or months.

(C) Bond Account

On the first day of each month, after making the transfer provided in Subparagraph (B) above, the Treasurer of the State of Illinois shall then transfer on his books from the net revenues remaining in the Revenue Fund to a special account hereby created and designated "Bond and Interest Account, Northern Illinois University \$7,500,000 Dormitory and Student Union Revenue Bonds, Series 1960, dated October 1, 1960" (hereinafter referred to as the "Bond Account") a sum of money equal to one-sixth (1/6) of the interest then next due and one-twelfth (1/12) of the principal then next due on the outstanding bonds, and said Treasurer shall remit on or before the fifteenth day of March and the fifteenth day of September in each year, to the places of payment designated in said bonds and the interest coupons appertaining thereto, the amount of principal and interest due on said dates, respectively. Said Treasurer shall make no further remittances to the paying agents for said bonds after there shall have been so remitted such amount to pay all of the bonds then outstanding and all of the interest thereon to maturity or to the date upon which such outstanding bonds may then have been called for prior redemption in their entirety.

All moneys credited to said Bond Account shall be and they are hereby irrevocably pledged to and shall be used solely for the payment of the interest on said bonds and for the payment, redemption and retirement of the principal of said bonds as in this Resolution provided, and when there shall be in said Bond Account moneys sufficient to pay the principal of and interest to maturity or redemption date on all bonds then remaining outstanding, said money in said Bond Account shall be used for such purpose, and no additional transfers need to be made thereto unless necessary to replace any moneys lost or otherwise dissipated. The Treasurer of the State of Illinois shall, without further specific instructions from said Board, apply all money deposited in said Bond Account to the payment of the principal of and interest falling due on said bonds as such principal and interest becomes due, and it shall be the duty of said Treasurer to make such credit arrangements with the paying agents

of said bonds as may be necessary to assure the prompt payment of said bonds and interest coupons presented at said places of payment.

(D) Bond Reserve Account

After making the transfers and deposits provided for in the Subparagraphs (B) and (C) hereof, and subject to all provisions therein specified for the maintenance of said deposits, the Treasurer of the State of Illinois shall transfer on his books from the net revenues remaining in said Revenue Fund to a separate and special account hereby created and designated as the "Bond Reserve Account, Northern Illinois University \$7,500,000 Dormitory and Student Union Revenue Bonds, dated October 1, 1960" (hereinafter referred to as the "Bond Reserve Account") \$50,000 of the balance remaining in said Revenue Fund on or before the fifteenth day of March and the fifteenth day of September of each fiscal year, until such time as there has been accumulated in said Bond Reserve Account funds in the sum of \$760,000, at which figure the said Bond Reserve Account shall thereafter be maintained and such semiannual payments shall be resumed, if necessary, to replace any moneys transferred therefrom as hereinafter provided.

Moneys in said Bond Reserve Account shall be used by said Treasurer from time to time in the payment of interest on or principal of the bonds hereby authorized whenever there exists a deficiency in the amount of money on hand in the Bond Account necessary to pay maturing principal and interest after application of all funds available for that purpose under any provisions of this Resolution. Funds accumulated in said Bond Reserve Account may be invested and reinvested by the Treasurer of the State of Illinois without further authority from said Board in direct obligations of the United States of America or securities fully guaranteed by the United States of America, having a maturity not exceeding five (5) years from the date of each said investment, provided if it becomes necessary to use any money held in said Bond Reserve Account for the purpose herein specified said Treasurer shall, without further instructions from said Board, liquidate at prevailing market prices an amount of such investments to meet the interest and principal payments of said bonds. All moneys and investments in said Bond Reserve Account shall be and they are hereby irrevocably pledged to and shall be used solely for the payment of interest on said bonds and for the payment, redemption and retirement of the principal of said bonds as in this Resolution provided.

When there shall be in said Bond Account and in said Bond Reserve Account moneys sufficient to pay the principal of and interest to maturity or redemption date on all bonds then remaining outstanding, said money in said Account shall be used for such purpose, and no additional payments need to be made into said Bond Reserve Account unless necessary to replace any moneys transferred, lost or otherwise dissipated.

(E) Repair and Replacement Reserve Account

After making the deposits and transfers provided for in Subparagraphs (B), (C) and (D) hereof, and subject to all provisions therein specified for the maintenance of said deposits, the Treasurer of the State of Illinois shall set up on his books a separate and special account hereby created and designated "Repair and Replacement Reserve Account, Northern Illinois University, \$7,500,000 Dormitory and Student Union Revenue Bonds, dated October 1, 1960" (hereinafter referred to as the "Repair and Replacement Reserve Account") which Account shall be credited by transfer from the funds remaining in the Revenue Fund on or before the close of the then fiscal year:

(1) The sum of \$23,000 annually, or such portion thereof as is available for transfer, for an equipment reserve until the moneys and investments so held for an equipment reserve in said Account shall aggregate \$460,000, and thereafter such sums, but not more than \$23,000 annually, as may be required to restore and maintain said balance of \$460,000; and

(2) the sum of \$37,000 annually, or such portion thereof as is available for transfer, for a building maintenance reserve.

(3) All moneys and investments so held in said Repair and Replacement Reserve Account shall be used and held for use solely to pay the cost of unusual or extraordinary maintenance or repairs, renewals and replacements, and the renovating or replacement of the furniture and equipment not paid as part of the ordinary maintenance and operation expenses of the Project.

In the event the funds in the Bond Account and the Bond Reserve Account as hereinabove described should be reduced at any time below the amounts hereinabove required to be on deposit therein, respectively, then the funds so credited to said Repair and Replacement Reserve Account shall be transferred to said Bond Account and to said Bond Reserve Account to the extent required to eliminate the deficiency in said Accounts and to restore such sums as may be necessary for that purpose, and all moneys so transferred shall thereafter be replaced by a resumption of the deposits herein specified until said Repair and Replacement Reserve Account contains the sums herein specified.

The moneys in said Repair and Replacement Reserve Account may, in the discretion of said Board, be invested or reinvested in direct obligations of the United States of America, or securities fully guaranteed by the United States of America, having a maturity not exceeding five (5) years from the date of each said investment, provided if it becomes necessary to use money held in said Account for any of the purposes herein specified said Treasurer shall, without further instructions from said Board, liquidate at prevailing market prices an amount of such investments necessary to accomplish the purposes for which said Account has been established.

(F) Surplus Revenues

At the close of each fiscal year and after all transfers and deposits hereinabove required to be made shall have been made, and after any deficiencies in any such transfers and deposits which may exist from any previous fiscal year shall have been remedied, the balance of any excess funds in the Revenue Fund then remaining may be used by said Board to redeem on the next interest payment date the bonds then outstanding which by their terms are subject to redemption prior to maturity in inverse numerical order and after the first redemption date of the Series A of 1960 bonds, in the ratio of three Series A of 1960 bonds to two Series B of 1960 bonds; or may be used by said Board for any expenditures, including the payment of debt service in improving or restoring any such existing facilities or providing any additional facilities, including a building or buildings for student union facilities, as shall be expressed by Resolution duly adopted by said Board and filed with the Treasurer of the State of Illinois; or for any lawful purpose. Any bonds so redeemed shall be cancelled.

Section 7. It is hereby covenanted and agreed that said Board will require and will adopt such parietal rules and regulations as are necessary to assure maximum occupancy and use of the said Project, notwithstanding any other facilities which now may be, or at any time hereafter may be, available for the housing of students of Northern Illinois University (with the exception of the covenants and agreements made by said Teachers College Board for the security of other bonds issued for dormitory and other building construction at said University and now outstanding in an aggregate principal amount of \$6,740,000), until all of the bonds herein authorized have been paid fully as to both principal and interest. It is further covenanted and agreed that the rents, fees, charges, admissions, rentals and housing expenses (including charges for utility and janitor services) chargeable to the occupants of, and students, faculty members and others using or being served by, or having the right to use or having the right to be served by, said Project, shall be so fixed and revised from time to time and shall be so collected that the proceeds thereof shall be sufficient at all times to provide funds sufficient (i) to meet the annual sinking fund requirements for each fiscal year for the payment of the principal of and interest on the bonds authorized hereunder; (ii) to maintain a Bond Reserve Account in the sum of \$760,000 as described in Section 6 hereof; (iii) to maintain a Repair and Replacement Reserve Account as described in Section 6 hereof; and to pay the reasonable cost of maintaining, operating, repairing and insuring the Project.

Section 8. That so long as any of the bonds are outstanding said Board covenants and agrees with the holder or holders thereof;

(A) That it will keep the Project, including furnishings and equipment, in good usable condition and continuously insured against loss or damage by fire, lightning and the perils included under the extended coverage endorsement in amounts sufficient to provide for not less than full recovery whenever the loss from causes covered by such insurance does not exceed eighty per cent (80%) of the full insurable value of the Project so damaged; and that it will procure and maintain boiler insurance covering any steam boilers servicing the Project in a minimum amount of \$50,000.

All moneys collected on account of loss or damage therefrom shall be held in trust by said Board and used only for reconstruction, replacement or repairs promptly and without any delay, and all moneys so received remaining upon the completion of such reconstruction, replacement or repair shall be deposited in the Bond Account. In the event said moneys so received are insufficient to restore the Project to its former condition or maximum use and occupancy, then said moneys shall be deposited in the Bond Account and held for the benefit of the holder or holders of the bonds as their interest may appear.

(B) That, so long as the funds and investments in the Bond Account and in the Bond Reserve Account, as aforesaid, are inadequate to meet the then current year's debt service requirements on outstanding bonds, and to maintain the Bond Reserve Account deposit of \$760,000, it will procure and maintain use and occupancy insurance on the Project in an amount sufficient to enable said Board to deposit in each of said Accounts out of the proceeds of such insurance an amount equal to the sum that would normally be available for deposit in each such Account from the revenues of the damaged Project during the time the damaged Project is non-revenue producing as a result of loss of use caused by fire, lightning and the perils included under said extended coverage endorsement and steam boiler explosion if steam boilers are servicing the Project.

(C) That all of said insurance shall be carried in a responsible company or companies authorized and qualified to assume such risks under the laws of the State of Illinois, and each policy of insurance shall be payable to said Board for and on behalf of said University.

Section 9. That so long as any of the bonds are outstanding said Board covenants and agrees with the holder or holders thereof,

(A) That it will provide from sources other than the proceeds of the \$3,000,000 principal amount of the Series B of 1960 bonds, and from sources and in a manner which will not jeopardize the security of said Series B of 1960 bonds, funds adequate to provide all moveable equipment and furnishings and appurtenant facilities necessary to the full enjoyment of the use, occupancy and operation of the Project.

(B) That it will maintain and preserve and keep the Project in good repair, working order and condition so that said Project will at all times be available for maximum use and occupancy, and that it will at all times continuously operate and manage said Project in an efficient manner and at reasonable cost and furnish heat to the Project, and any replacements thereon, at not in excess of reasonable cost.

(C) That it will keep proper books of records and accounts (separate from all other records and accounts of said Northern Illinois University) in which complete and correct entries shall be made of all transactions relating to the acquisition, development, construction, equipment, operation and maintenance of the Project, and there shall be furnished to any holder of the bonds upon written request not more than ninety (90) days after the close of each fiscal year copies of the audit reports prepared by an independent public accountant or by the Auditor of Public Accounts of the State of Illinois, reflecting in reasonable detail the financial condition and record of the operation of the Project and of the Northern Illinois University at DeKalb; and that any holder or holders of the bonds, or their agents duly authorized for that purpose, shall have the right at all reasonable

times while said bonds are outstanding to inspect said Project and all records, accounts and data of said Board or of the officers of said University relating thereto.

(D) That it will not issue any additional bonds payable from any of the revenues, income or receipts of the Project having priority to, or on a parity with, the bonds authorized hereunder.

(E) That it will not mortgage, pledge or otherwise encumber said Project, or any part thereof, or the revenue derived and to be derived therefrom unless made junior and subordinate in all respects to the bonds authorized hereunder, and will not sell, lease or otherwise dispose of said Project, or of any substantial portion thereof, until all of the bonds authorized hereunder have been fully paid in accordance with their terms.

(F) That the provisions of this Resolution and of each section and subsection thereof shall constitute a contract by and between said Board and the holder or holders of the bonds or any of them, and after delivery of any such bonds no change, alteration or amendment of this Resolution shall ever be made which will impair the interests of the holder or holders of the bonds then outstanding.

(G) That any holder of any bond or bonds issued under the terms of this Resolution, or of any coupon representing interest accrued thereon, may either by proper court action in law or in equity compel said Board to perform all duties imposed upon it under the terms, provisions, conditions and agreements of this Resolution and under the provisions of the laws of the State of Illinois pursuant to which said bonds have been authorized as herein provided, including the making and collecting of sufficient rates and charges for the use of the Project, and the performance of any and all covenants made by said Board in and by this Resolution.

Section 10. That the \$7,500,000 aggregate principal amount of said bonds shall be issued and delivered in Series as hereinabove provided, and when prepared and executed and after being registered by the Auditor of Public Accounts, shall be delivered to the respective purchasers thereof as follows:

(A) The \$4,500,000 Series A of 1960 bonds shall be delivered to White, Weld & Co. and Merrill Lynch, Pierce, Fenner & Smith, Inc. and Associates in accordance with the terms of its offer to purchase, which is hereby accepted, at a price of \$4,500,425.67 and accrued interest.

(B) The \$3,000,000 Series B of 1960 bonds shall be delivered to the United States of America in the form of a single registered bond as hereinabove described in accordance with its offer to purchase, which is hereby accepted, at a price of par and accrued interest.

(C) Said bonds shall be delivered to said respective purchasers simultaneously and as one transaction and all proceeds, including the accrued interest, received at the delivery of each Series of said \$7,500,000 aggregate principal amount of bonds shall be, together with the sum of \$425,000 from other funds at hand and available for that purpose, simultaneously deposited in the Revenue Fund maintained by the Treasurer of the State of Illinois and accounted for by said official as follows:

(i) It shall be the duty of the Treasurer of the State of Illinois to credit to the Bond Account hereinabove created all accrued interest from the date of said bonds to the date of delivery and payment, together with the sum of \$473,634 as and for capitalized interest during the period of development of said Project.

(ii) It shall be the duty of said Treasurer to credit the sum of \$3,000,000 received as principal at the delivery of the \$3,000,000 Series B of 1960 bonds, together with the sum of \$4,090,000 to a separate and special account hereby designated "Dormitory and Student Union Building Construction Fund Account of 1960 for Northern Illinois University at

at DeKalb, Illinois" (hereinafter designated "Construction Account"), and all moneys held in said Account in the aggregate sum of \$7,090,000 shall be used and held for use solely to the payment of the cost of the construction of the Project as hereinabove described, and the beneficial interest to all moneys held in said Construction Account at the time of the original deposit therein and from time to time thereafter shall be in the holder or holders of said bonds.

(iii) It shall be the further duty of said Treasurer to also credit the entire amount remaining after provision for the credits specified in subparagraphs (i) and (ii) above, but in no case less than \$315,000, to a separate and special account hereby designated "Dormitory and Student Union Building Equipment and General Expense Account of 1960 for Northern Illinois University at DeKalb, Illinois" (hereinafter designated "Equipment and General Expense Account"), which sum together with the increment to be derived from the investment of funds as hereinafter provided shall be sufficient to meet all costs payable from such Account. All moneys held in said Account shall be used and held for use solely for the payment of (a) the cost of the installation of all necessary moveable equipment, furnishings and appurtenant facilities for said Project as aforesaid; and (b) the necessary general expenses incurred in the issue of the bonds authorized by this Resolution, including legal fees and fiscal agent's fees.

(iv) The moneys in said Construction Account shall be paid out by the Treasurer of the State of Illinois only for the purposes specified in Section 10(C) (ii) above, and only upon the receipt by said Treasurer of the duly executed certificate of the progress or completion, signed by the supervising architect and a representative of said Board.

(v) The moneys in said Equipment and General Expense Account shall be paid out by the Treasurer of the State of Illinois only for the purposes specified in Section 10(C) (iii) above and only upon the receipt by said Treasurer of a duly executed certificate signed by the Business Manager of said University and a representative of said Board stating (a) in the case of necessary moveable equipment, furnishings and appurtenant facilities, that the same are intended for use in the Project, as aforesaid, and have been received and accepted by said Board; and (b) in the case of general expenses, the purpose of each expenditure.

(vi) The moneys credited to said Construction Account and Equipment and General Expense Account, hereinabove described, shall be invested by said Treasurer not later than the next succeeding business day in United States treasury bills or notes having a maturity not longer than the estimated date on which moneys in either or both of said Accounts will be required, but in no event longer than two years from the date of such investment, and said Treasurer, without further authorization from said Board, shall cause a sufficient amount of such investments to be sold and converted into cash to the credit of said Accounts, respectively, as and when funds are thus needed. All income and gain from all such investments shall be carried to the credit of said Equipment and General Expense Account. The said Treasurer shall give the original purchasers of the Series B bonds, and the principal underwriter of Series A bonds written notice of the investment of funds credited to the Construction Account and Equipment and General Expense Account within three days of any such investment, and thereafter furnish said purchasers and underwriters with a monthly report setting forth the pertinent details respecting the status of such investments.

Section 11. The Chairman of said Board and the Secretary thereof and the Treasurer of the State of Illinois, are each hereby authorized and directed, without further order of said Board, to execute and deliver such certificates, proceedings and agreements as may be necessary or convenient to establish the Bond Account and the Bond Reserve Account as described in Section 6 of this Resolution, and the Construction Account and Equipment and General Expense Account hereinabove created, and to properly secure all proceeds thereof, and to evidence compliance with all the terms and conditions of this Resolution in the making of any withdrawals therefrom.

Section 12. That if the amounts deposited in the Construction Account and Equipment and General Expense Account as described in Section 10 hereof, including all income and gain from the investments as described in Section 10(C) (vi) hereof, shall exceed the aggregate costs of construction and completion as provided in Section 10(C) (ii) and (iii) above, any surplus shall be transferred by said Treasurer to said Bond Account hereinabove created and forty-two per cent (42%) of such surplus shall be promptly used for the redemption of the Series B of 1960 bonds and the remaining fifty-eight per cent (58%) of said surplus shall be transferred from said Bond Account to the Bond Reserve Account. Any such transfer of funds to said Accounts shall not reduce or diminish the payments required to be made to each of said Accounts by the terms of Section 6 hereof.

Section 13. That this Resolution shall be and remain irrevocable until the bonds and the interest thereon shall have been duly paid, satisfied and discharged as herein provided.

Section 14. That a certified copy of this Resolution shall be filed with the Treasurer of the State of Illinois and the Auditor of Public Accounts of the State of Illinois.

Section 15. That it is the intention hereof to confer upon The Teachers College Board of the State of Illinois the whole of the powers provided for in the enabling legislation hereinabove referred to, and if any one or more sections, clauses, sentences and parts of this Resolution shall for any reason be questioned in any court of competent jurisdiction, and shall be adjudged unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remaining provisions hereof, but shall be confined to the specific section, clause, sentence and part so determined, and that all resolutions or parts thereof in conflict herewith be and the same are hereby repealed, and that this Resolution shall take effect immediately upon its adoption.

Adopted and approved this 16th day of January , 1961.

R. A. Stipes, Jr.
Chairman

Attest:

Clarence R. Ropp
Secretary

Mr. Dunbar moved the adoption of the Resolution presented by the Secretary. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

The Chairman declared the motion carried and the Resolution adopted and approved in open meeting.

The Secretary then presented the following Resolution:

RESOLUTION establishing charges and fees for the use of and for the service supplied by the new dormitory and dining hall unit and student union building to be constructed on the campus of Northern Illinois University at DeKalb, Illinois.

WHEREAS, the Teachers College Board of the State of Illinois for Northern Illinois University at DeKalb, Illinois, has by resolution adopted this date provided for the issue of \$7,500,000 Northern Illinois University Dormitory and Student Union Revenue Bonds to provide funds to construct a dormitory and dining hall unit and a student union building, including the installation of all necessary movable equipment and furnishings and appurtenant facilities therefor; and

WHEREAS, it is now necessary to establish charges for the use of such new dormitory and dining hall unit and student union building;

NOW, THEREFORE, BE IT RESOLVED by the Teachers College Board of the State of Illinois for Northern Illinois University at DeKalb, Illinois, as follows:

Section 1. That there shall be and there are hereby established the following charges for the use of and for the service supplied by the new dormitory and dining hall unit and student union building to be constructed on the campus of Northern Illinois University at DeKalb, Illinois, and designated as Housing and Home Finance Agency Project No. CH-Ill.-101(D):

A. Dormitory

\$20.28 per person per week, of which amount \$12.33 shall be allocated to board.

B. For Use of Student Union Building

\$20.00 per full time student per semester
10.00 per full time student per summer session

C. For Incidental Food and Other Services

Charges for food served other than regular meals served dormitory occupants and charges for other services rendered shall be set from time to time by the Director of Business Services of Northern Illinois University and shall be sufficient at all times to produce gross revenues equal to not less than 110% of the direct operating expenses incurred in providing such service.

Said charges for the dormitory shall be payable not less than one week in advance. Fees for the use of the student union building shall be payable in advance at the time the student registers at the University. Charges for all other food and services rendered shall be payable at the time such food is served or other service is rendered, except for charges for meals and food served to student employees or University guests to be paid from State or University funds and for which proper credit shall be made to the project.

Section 2. All income, revenue, and receipts derived from the operation of said new dormitory and dining hall unit and student union building so to be constructed as aforesaid shall be held by the Director of Business Services of Northern Illinois University, and all sums collected therefrom, without any deductions whatsoever, shall be delivered by said Director of Business Services to the Treasurer of the State of Illinois not more than three (3) days after receipt of the same.

Section 3. Said Director of Business Services shall be required to post a corporate surety bond in the amount of \$400,000, which bond shall be conditioned upon his faithful performance of all duties required under this resolution and accounting for all moneys coming into his hands from the collections of the charges herein established.

Mr. Heath moved the adoption of the foregoing Resolution. Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

The Secretary presented the following Resolution:

RESOLUTION establishing parietal rules and regulations for the use of and for the service supplied by the new dormitory and dining hall unit to be constructed on the campus of Northern Illinois University at DeKalb, Illinois.

WHEREAS, the Teachers College Board of the State of Illinois for Northern Illinois University at DeKalb, Illinois, adopted on January 16, 1961, a resolution creating an issue of \$7,500,000 Northern Illinois University Dormitory and Student Union Revenue Bonds for the purpose of constructing the following buildings:

- A. 4 dormitories, with connecting dining-recreation unit, for approximately 500 men and 500 women students, and 5 supervisors, on the campus of said University, herein-after referred to as the "dormitory and dining hall unit"; and
- B. a new student union building with necessary facilities to provide dining, recreational, social, and other student activities facilities for the entire student body of said University, including 20 guest rooms, hereinafter referred to as the "student union building";

and the installation of all necessary movable equipment and furnishings and appurtenant facilities for said dormitory and dining hall unit and said student union building as aforesaid; and

WHEREAS, said Teachers College Board has the general power and authority to make rules and regulations for the good government and management of said University, including the use of housing facilities whose revenues are pledged for payment of bonds issued to construct the same;

NOW, THEREFORE, BE IT and IT IS HEREBY RESOLVED by the Teachers College Board of the State of Illinois for Northern Illinois University at DeKalb, Illinois, as follows:

Section 1. That this Teachers College Board hereby establishes and covenants to enforce, so long as any of the bonds authorized under said resolution adopted January 16, 1961, are outstanding and unpaid, the following parietal rules and regulations to assure continuous maximum occupancy and use of the facilities and services afforded by the new dormitory and dining hall unit:

- A. In the event more space or facilities should become available for the housing of students than are required by such students applying for such space or facilities, the officers of said

University are hereby directed to give preference and priority to the use of said new dormitory and dining hall unit, resulting in the occupancy and use of all the space and facilities of said new dormitory and dining hall unit, to the fullest extent practicable, even if such preference and priority results in the non-use of all or part of any other similar space or facilities available at said University which may be suitable or usable for the housing of students.

- B. In the event any surplus space or facilities should become available in the said new dormitory and dining hall unit, the officers of said University are hereby directed to require occupancy and use of said new dormitory and dining hall unit, to the fullest extent practicable, for the housing of students attending said University.
- C. The officers of said University are hereby directed to utilize, and to cause the utilization of, said new dormitory and dining hall unit in such manner to yield continuously the maximum revenues of which said new dormitory and dining hall unit is reasonably capable.

Section 2. That this Board reserves the right to amend these rules and regulations from time to time to meet changing conditions for the housing of students at said University to fulfill the covenants made by said Board in the pledge of revenues to be derived from said new dormitory and dining hall unit under said resolution adopted January 16, 1961.

Section 3. That these parietal rules and regulations shall be subordinate to the parietal rules and regulations heretofore adopted in connection with the authorization of outstanding bonds issued for and on behalf of said University to provide housing and necessary appurtenant facilities for students at said University, insofar as there may be any conflict therewith.

Mr. Watson moved the adoption of the above Resolution. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

The Secretary then presented the following Resolution:

BE IT RESOLVED by the Teachers College Board of the State of Illinois that the Treasurer of the State of Illinois be authorized and directed to execute a corporate surety bond in the amount of \$400,000 to protect "The Teachers College Board Revenue Fund Account of 1960 for Northern Illinois University", provided for in the resolution authorizing the issue of \$7,500,000 Northern Illinois University Dormitory and Student Union Revenue Bonds, adopted by this Board on January 16, 1961

BE IT FURTHER RESOLVED that payment for the initial premium of said surety bond be made from the Dormitory and Student Union Building Equipment and General Expense Account of 1960 for Northern Illinois University at DeKalb, Illinois, and that payment for subsequent premiums of said surety bond be made from the Operation and Maintenance Account, Northern Illinois University \$7,500,000 Dormitory and Student Union Revenue Bonds, Series 1960, dated October 1, 1960.

Mr. Heath moved the adoption of the above Resolution. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Watson moved that the State Treasurer be directed to pay to Barcus, Kindred & Co., as their fiscal agency fee, from the proceeds of the sale of \$4,500,000 Northern Illinois University Dormitory and Student Union Revenue Bonds, Series A of 1960, dated October 1, 1960, the sum of \$38,125. Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Jenison	Absent	Mr. Summers	Absent
Mrs. Madlener	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

There being nothing further to come before the meeting at this time, Mr. Stipes declared the meeting adjourned until the next regularly scheduled meeting on February 20, 1961, in Chicago.

R. A. Stipes, Jr.
Chairman

Clarence R. Ropp
Secretary

REPORT OF
EASTERN ILLINOIS UNIVERSITY

February 20, 1961

II. FACULTY

A. Resignations

1. Catharine T. Smith, Substitute Instructor of Zoology, resigned effective at the end of the winter quarter, 1960.

B. Retirement

1. Ernest L. Stover, Professor and Head of the Department of Botany, who has been on disability leave since May 1, 1960, will retire as of August 1, 1961.

C. Disability Leave

1. J. Glenn Ross, Professor and Head of the Department of Speech, will transfer to disability status as of April 20, 1961.

D. Replacements

1. Joan White, A.B., University of Iowa; Ph.D., Bryn Mawr College; as Substitute Assistant Professor of Zoology at a salary rate of \$660 per month for two-thirds time during the three months of the spring quarter.

E. Faculty Assistants

1. Mrs. Phyllis Walstrom, as Faculty Assistant at a salary of \$10.00 per day for twenty days, beginning January 30, 1961, to assist the Registrar in revising files as they move into remodeled offices.
2. Vanlou P. Trank, as Faculty Assistant in Remedial Reading at a salary of \$200 per month for four and one-half months beginning January 16, 1961, replacing Janice Hill Davidson, Graduate Assistant, resigned.

F. Graduate Assistants

1. Janice Hill Davidson, Graduate Assistant in Remedial Reading, resigned effective January 20, 1961.
2. Phyllis Kannemacher, Graduate Assistant in Speech, resigned effective January 9, 1961. She had been on leave without salary since November 3, 1960.
3. Larry Oseland, Graduate Assistant in Speech, at a salary of \$120 per month for four and three-fourths months beginning January 9, 1961, replacing Phyllis Kannemacher, resigned.

G. Change in Assignment

1. Harold Marker, Instructor of Mathematics, changed from one-third time duty to two-thirds time duty for the three months of the spring quarter.

H. Change in Classification

1. For several years we have had a man working in our chemistry stock room and laboratories with the civil service title, "storekeeper." He has a college degree and has performed his duties in excellent fashion, according to the head of the department of chemistry. The department head believes that he should be transferred to faculty status. If this is done, I would want him to have the classification of "Faculty Assistant."

I concur with the department head in the wisdom of this change and ask permission to change Charles Tucker to faculty status as indicated, effective March 1, 1961. Mr. Tucker's present salary is \$450 per month and it would remain at that figure until salary changes for next year become effective.

I. Sabbatical Leaves for 1961-62

1. For the academic year at one-half salary

- a. Robert Wharton, Associate Professor of English
- b. Cary I. Knoop, Assistant Professor and Coordinator of Student Teaching in Art
- c. Robert A. Carey, Associate Professor of Physical Education for Men.
- d. Helen Haughton, Instructor of Home Economics
- e. George S. Westcott, Professor of Music
- f. Paul O. Gurholt, Assistant Professor and Supervisory Teacher of the Eighth Grade

2. For Full Salary for the Fall Quarter, 1961

- a. Carl Shull, Associate Professor of Art

J. Leave Without Salary for 1961-62

1. John Bielenberg, Instructor of Speech, leave without salary for the 1961-62 academic year with the understanding that he will be reappointed for the year 1962-63, if an appropriate position is available and he is recommended for the post by his immediate supervisor.

III. OTHER EMPLOYEES

A. Resignations

1. Paula K. Ashby, Clerk Stenographer I in the Physical Plant Office and Testing Services, resigned effective February 7, 1961.
2. Phyllis Meeks, Temporary Clerk Stenographer I in the Regional Services Office, resigned effective February 1, 1961.
3. Mary L. Warren, Clerk Stenographer I in the President's Office, resigned effective February 3, 1961.

B. Replacements

1. Joyce M. Thompson, Clerk Stenographer II in the President's Office, at a salary of \$275.00 per month effective February 6, 1961, replacing Mary L. Warren, resigned.

C. Changes in Salary

1. Ernest Judy, Carpenter, change in prevailing rate to \$3.15 per hour beginning December 5, 1960.
2. Milton Kincade, Carpenter, change in prevailing rate to \$3.15 per hour beginning December 5, 1960.
3. Glenn E. McMillan, Carpenter, change in prevailing rate to \$3.15 per hour beginning December 5, 1960.
4. John W. Percy, Stationary Fireman's Helper, increase in salary to \$445 per month effective January 19, 1961, in accordance with the union agreement.

5. Raymond E. Catron, Stationary Fireman's Helper, increase in salary to \$420 per month, effective January 1, 1961, in accordance with union agreement.
6. Jerry Hopper, Janitor, increase in salary to \$360 per month effective January 12, 1961, in accordance with union agreement.

D. Temporary Appointments and Changes in Assignments

1. Ruth Wuersch, Janitress, transferred to position held by Bertha Anderson, who is on sick leave, effective January 27, 1961.
2. Bessie White, Maid, transferred to Janitress at a salary of \$240 per month beginning February 7, 1961, temporarily replacing Ruth Wuersch, transferred.
3. Maydean Bailey, Temporary Maid at a salary of \$185 per month beginning February 6, 1961, temporarily replacing Bessie White, transferred.

IV. ORGANIZATION

A. Changes in University Calendar for 1960-61

According to the calendar approved by the Teachers College Board for the current year, the spring quarter was to end on Saturday, June 3. Subject to the approval of the board, we have moved the last date of the quarter to Wednesday, May 31. To accomplish this we have moved commencement to Sunday, May 28, and plan to use Saturday, May 27, as an examination day. The other day was cut off to make possible completion of examinations the night before Memorial Day rather than the day after. We still have adequate total days in the school year. This change was believed desirable and almost essential in order to get the summer quarter started on June 5. There will be only a very few days break between the spring quarter and the summer quarter as it is. This will, however, make possible a three-week break between the summer quarter and the fall quarter. (This assumes that the calendar presented below for the 1961-62 year is approved by the board.)

This year for the first time in recent history we are requiring seniors to take examinations at the end of the spring quarter. While the commencement ceremonies will be over before examinations are finished and final grades reported, we plan to regard commencement as ceremonial and are taking the position that a student's graduation takes place technically when his grades are all in and the proper officials have certified that graduation requirements have been fully met. The diplomas will thus carry a date which is not the same as commencement, but which coincides with the actual ending of the quarter.

After consideration by the Committee of Fifteen, the Administrative Council, the Student Senate, the various clergy in the community, and others, we have concluded that instead of baccalaureate exercises this year, we shall encourage the several churches to conduct recognition services for their members, probably the morning of commencement day. This change received no adverse comment that I know of and was enthusiastically received in most quarters.

B. University Calendar for 1961-62

We recommend approval of the calendar for the 1961-62 school year, including the summer quarter of 1962.

UNIVERSITY CALENDAR
EASTERN ILLINOIS UNIVERSITY
1961-62

Monday, September 4 Faculty Day and Parents Day
Tuesday-Wednesday, September 5-6 Orientation

Fall Quarter

Thursday, September 7 Registration
Friday, September 8 Classes Begin
Saturday, September 9 Second Day of Classes
Friday, October 13 I.E.A. Eastern Division Meeting
Saturday, October 14 Homecoming
Friday-Saturday-Monday-Tuesday, November 17-21. Examinations
Wednesday, November 22. Quarter Closes

Winter Quarter

Tuesday, November 28 Registration
Wednesday, November 29 Classes Begin
Wednesday, December 20, 12:00 Noon Christmas Vacation Begins
Wednesday, January 3, 12:00 Noon Classes Resume
Wednesday-Saturday, February 21-24. Examinations
Monday, February 26 Quarter Closes

Spring Quarter

Monday, March 5 Registration
Tuesday, March 6 Classes Begin
Friday, April 20 Good Friday
Sunday, May 20, 3:00 P.M. Commencement
Monday-Thursday, May 21-24. Examinations
Friday, May 25. Quarter Closes

Summer Quarter

Monday, June 4 Registration
Tuesday, June 5 Classes Begin
Wednesday, July 4 Independence Day
Wednesday-Friday Noon, August 8-10. Examinations
Thursday, August 9, 8:00 P.M. Commencement
Friday, August 10, 6:00 P.M. Quarter Closes

VIII. STUDENT LIFE

A. Student Automobiles

Members of the board may be interested in the following statistics:

Cars Registered for Year:	<u>1958-59</u>	<u>1959-60</u>	<u>1960-61</u>
Faculty	124	227	235
Non-academic staff	65	142	164
Students	<u>1037</u>	<u>1096</u>	<u>1378</u>
Total	1226	1465	1777

IX. PURCHASES

A. New Automobile

Permission was requested in the January 16, 1961, board report to get bids on an automobile in the Mercury-Oldsmobile-Pontiac class. The following bids have been obtained:

Charleston Motor Sales, Charleston (Oldsmobile)	\$2,635.84
Grobelny Motor Company, Mattoon (Pontiac)	\$2,771.76
Prince and Baldwin, Charleston (Buick)	\$3,000.00
Prince and Baldwin, Charleston (Pontiac)	\$3,125.00
Quality Cadillac-Oldsmobile Sales, Mattoon (Oldsmobile)	\$2,608.69

Permission is requested to order from the Quality Cadillac-Oldsmobile Sales of Mattoon, the lowest bidder, at a price of \$2,608.69, purchase to be made from funds budgeted for transportation, Equipment, General Revenue.

B. Air-Conditioner

We have obtained bids on a seven and one-half ton air conditioner to air condition the large lecture room in the science building. This room will be used this summer by the National Science Foundation Institute being held here. Ordinarily it is used for larger classes and meetings. The bids follow:

Glen DeHollander, Charleston	\$1,545.00
Harpster Coles County Gas Company, Charleston	\$1,495.00
H. C. King, Charleston	\$1,550.95
Nu-Way Food Service, Chicago	\$2,480.00

We request permission to make purchase from the lowest responsible bidder, the Harpster Coles County Gas Company of Charleston, for the sum of \$1,495.00, using funds budgeted for physical plant, Equipment, General Revenue.

C. Lamps

Bids have been received as follows on the annual lamp order:

A. Frey & Son, Paris	Inc. Bid
General Electric Supply, Terre Haute, Indiana	Inc. Bid
Graybar Electric Supply, Springfield	\$5,242.34
Mattoon Electric Supply, Mattoon	\$4,618.18
Sharlin Lite Products, Arthur	\$11,553.00

We recommend purchase from the Mattoon Electric Supply of Mattoon, Illinois, the lowest responsible bidder, at a cost of \$4,618.18, with payment to be made from Commodities, General Revenue.

X. MISCELLANEOUS

A. Increase in Book Rent Fee

For a great many years the book rent charge at Eastern has been \$5.00 per quarter. Up to the present time, we have continued to operate in the black although the price of books has risen considerably. We are now operating at such a narrow margin that unless we raise the fee I feel it will be inevitable that we shall have to change texts less often than desirable.

Permission is requested to raise the fee \$1.00 per quarter, beginning with the Fall Quarter of 1961-62.

B. Transfers of Contingency Funds

In order to meet present and anticipated expenditures, we request the following transfers from Contingency Funds:

To Refunds - \$1,000.00
To Stationery, Printing and Office Supplies - \$10,000
To Commodities - \$20,000
To Equipment - \$15,000

Quincy Doudna
President

REPORT OF
ILLINOIS STATE NORMAL UNIVERSITY

February 20, 1961

I. STUDENTS

A. Enrollment for the Second Semester, 1960-1961

1. While our regular statistics for the second semester enrollment will be presented in a later report, I thought you might be interested in the fact that as of February 8 we have 4177 students compared to 4468 the first semester of this year, and compared to 3554 a year ago at this time.
2. I think you would also be interested to know that only 91 students were dropped for scholastic reasons. This is only 2.04 percent of the 4468 students that were in school the first semester. There were some others, of course, who transferred to other schools or left for one reason or another but not for scholastic reasons.

II. FACULTY

A. Resignations

1. Miss Faith Clark, Instructor in Health and Physical Education, effective January 27, 1961, in order to accept a position at New York University.
2. Dr. John A. Kinneman, as Head of the Department of Social Sciences, effective January 27, 1961. Dr. Kinneman will return to full-time teaching in the Department of Social Sciences effective January 30, 1961.

B. Retirement

1. Miss Marion C. Allen, Assistant Professor of Art, effective February 12, 1961.

C. Leaves of Absence

1. Non-Sabbatical

- a. Mr. Stanley Grupp, Instructor in Sociology (First Semester, 1961-1962 school year)
- b. Miss Ruth Ivey, Assistant Professor of English (1961-1962 school year)
- c. Dr. Stanley Marzolf, Professor of Psychology (1961-1962 school year)
- d. Mr. Bernard McCarney, Instructor in Economics (1961-1962 school year)
- e. Dr. Irwin Spector, Professor of Music (1961-1962 school year)

D. Changes in Assignment and Salary

1. Mrs. Candace Helgeson, Faculty Assistant in English, from a salary rate of \$480.00 per month on a part-time basis, to \$600.00 per month on a full-time basis, effective January 30, 1961, for the second semester of the 1960-1961 school year.
2. Dr. Benjamin Keeley, from Associate Professor of Sociology at a salary rate of \$980.00 per month on a nine-months basis, to Associate Professor

of Sociology and Head of the Department of Social Sciences at a salary rate of \$1020.00 per month on an eleven-months basis, effective February 1, 1961, to take the place of Dr. John A. Kinneman, resigned as Head of the Department.

3. Dr. Burton O'Connor, from Professor of Health and Physical Education and Director of Athletics in University High School at a salary rate of \$940.00 per month on a twelve months basis, to Professor of Health and Physical Education and Head of the Department of Health and Physical Education for Men at a salary rate of \$1060.00 per month on an eleven-months basis, effective September 1, 1961, to take the place of Dr. Clifford Horton, who will retire on August 31, 1961.

E. Appointments

1. Reinstatement

- a. Mrs. Blanche Schutjer, as Instructor in History, effective January 30, 1961, at a salary rate of \$740.00 per month, \$3330.00 for the four and one-half months of the second semester, to take the place of Miss Frances Alexander, on leave.

2. Replacements

- a. Miss Carolyn Lambert, as Instructor in Music, effective January 30, 1961, at a salary rate of \$680.00 per month, \$3060.00 for the four and one-half months of the second semester, to take the place of Dr. Robert Borg, on leave. Miss Lambert has her master's degree from Teachers College, Columbia University, for the 1958-1960 school years taught in the Junior High School in Plainfield, New Jersey.
- b. Dr. Bertha Royce, as part-time Professor of Biological Sciences, effective January 30, 1961, at a salary rate of \$200.00 per month, for as long as needed, to take part of the work of Dr. George Falconer, who is ill. Dr. Royce is an emerita member of our faculty.
- c. Mrs. Marilyn Soderberg, as part-time Instructor in Speech, effective January 30, 1961, at a salary rate of \$592.00 per month, for as long as needed, to take part of the work of Dr. George Falconer, who is ill. Mrs. Soderberg has a master's degree from Ohio State University.
- d. Miss Sally Ann Weidlein, as Faculty Assistant in the Department of Health and Physical Education for Women, effective January 30, 1961, at a salary rate of \$560.00 per month, \$2520.00 for the four and one-half months of the second semester, to take the place of Miss Faith Clark, resigned. Miss Weidlein has a bachelor's degree from the University of California at Los Angeles, and for the past semester has been continuing graduate work at this University.
- e. The following student is recommended for approval as a faculty assistant to carry out the program and serve in a place used in the past years at a salary rate of \$120.00 per month, \$540.00 for the second semester of the 1960-1961 school year.
 - (1) Karl Briem, Geography
 - (2) Charles G. Davelis, Health and Physical Education for Men
- f. The following student is recommended for approval as a faculty assistant counselor to carry out the program and serve in a place used in the past years at a salary rate of \$120.00 per month, \$540.00 for the second semester of the 1960-1961 school year.
 - (1) Thomas D. Gnagey, Residence Hall Counselor

3. New Positions (Previously authorized by the Teachers College Board)

- a. Mr. Joseph Hatz, as part-time Faculty Assistant in Social Sciences, effective January 30, 1961, for the second semester of the 1960-61 school year, at a salary rate of \$200.00 per month. Mr. Hatz has his bachelor's degree from Illinois State Normal University. This is a temporary appointment since it was not possible to locate a qualified person for permanent appointment.
- b. Mr. Robert Glaser, as a part-time Faculty Assistant in Social Sciences, effective January 30, 1961, for the second semester of the 1960-1961 school year, at a salary rate of \$200.00 per month. Mr. Glaser has his bachelor's degree from Illinois State Normal University. This is a temporary appointment since it was not possible to locate a qualified person for permanent appointment.

4. New Position (without Salary)

- a. Dr. William C. Starrett, as Research Associate with the rank of Professor of Aquatic Biology, effective January 30, 1961, without salary. Dr. Starrett has bachelor's and master's degrees from the University of Illinois, and a doctor's degree from Iowa State University. He holds the position of Aquatic Biologist in the Illinois Natural History Survey, located at Urbana.

We have one of the few courses in Aquatic Biology at a midwestern university and have done a good deal of work with other universities and natural history surveys throughout the midwest and the country. We are quite proud of our work in this field and a number of our staff members have contributed to periodicals and research journals. Our upperclass and graduate students have need to work with some of the facilities of the State Natural History Survey Division at Urbana, and also some of their sub-stations such as the one at Havana. Dr. Starrett has been exceedingly helpful in working with us and, upon consultation with Dr. Harlow B. Mills, Chief of the Division, he and Dr. Starrett would both be very agreeable to our creating this position. A number of the professors and scientific research associates in the Natural History Survey have the title of Research Associate at the University of Illinois. This gives Dr. Starrett some credit for his work with us and also gives us additional prestige to have his name listed on our roster of faculty members. The only expense that would be involved would be Dr. Starrett's making occasional trips to our campus, which he now does occasionally and which we take care of through a regular travel voucher.

III. OTHER EMPLOYEES

A. Resignations

1. Mrs. Shirley Springer, Clerk Stenographer II in Milner Library, effective January 11, 1961, due to transportation difficulties.
2. Mrs. Patricia C. Talbert, Clerk Stenographer II in the Recorder's Office, effective January 27, 1961, due to moving out of town.

B. Leaves of Absence

1. Mrs. Marie M. Cooper, Cook, from November 19, 1960 to January 1, 1961, due to disability.
2. Mr. Ivo Henry, Maintenance Worker, from January 2, 1961 to January 1, 1962, to preserve his seniority after accepting employment outside the promotional line, in accordance with Civil Service Rule 12.8.

C. Change in Classification and Assignment

1. Mr. Louis Fiorini, from Mail Service Supervisor to Supervisor of Central Receiving Station, effective December 30, 1960.
2. Mr. Ivo Henry, from Maintenance Worker to Maintenance Repairman, effective December 30, 1960.

D. Change in Classification and Salary

1. Mrs. Emma Jean Black, from Clerk Typist II in the Business Office at a salary rate of \$300.00 per month, to Clerk Typist III in the Business Office at a salary rate of \$315.00 per month, effective March 1, 1961.
2. Miss Dorothy Heavilin, from Clerk Stenographer I in the Recorder's Office at a salary rate of \$225.00 per month, to Clerk Stenographer II in the Recorder's Office at a salary rate of \$250.00 per month, effective February 1, 1961, to take the position of Mrs. Patricia Talbert, resigned.
3. Mrs. Yvonne Hougham, from Assistant Personnel II in the Business Office at a salary rate of \$325.00 per month to Assistant Personnel III in the Business Office at a salary rate of \$340.00 per month, effective March 1, 1961.
4. Mrs. Patricia Priest, from Clerk Stenographer II in the Social Science Department at a salary rate of \$290.00 per month to Clerk Stenographer III in the Social Science Department at a salary rate of \$325.00 per month, effective February 1, 1961.
5. Mr. James Stewart, from Utility Laborer at a salary rate of \$370.00 per month to Stationary Fireman Helper at a salary rate of \$395.00 per month, effective February 1, 1961.

E. Correction in Position Title

1. Mr. Robert J. Blake, from Laundry Checker to Linen Room Attendant, effective August 30, 1960. (Civil Service change.)

F. Change in Salary Rate (Due to satisfactory completion of probationary period)

1. Mr. Robert Arnold, Assistant Food Production Manager in the Residence Halls, from a salary rate of \$400.00 per month to \$425.00, effective February 1, 1961.
2. Mr. Robert Blake, Linen Room Attendant in the Residence Halls, from a salary rate of \$330.00 per month to \$360.00, effective March 1, 1961.
3. Mrs. Helen Calvert, Janitress, from a salary rate of \$240.00 per month to \$270.00, effective February 24, 1961.
4. Mr. Roy Crum, Janitor, from a salary rate of \$330.00 per month to \$360.00, effective February 17, 1961.
5. Mrs. Thelma Erdman, from a salary rate of \$240.00 per month to \$270.00, effective February 23, 1961.
6. Mr. Delmar Farber, Storekeeper in the Food Service Stores, from a salary rate of \$375.00 per month to \$400.00, effective February 1, 1961.
7. Miss Annabelle Ferguson, Janitress, from a salary rate of \$240.00 per month to \$270.00, effective February 17, 1961.
8. Mr. Siegfried Fischer, Janitor, from a salary rate of \$330.00 per month to \$360.00, effective February 16, 1961.

9. Miss Jill Fox, Clerk Stenographer I in the Office of the Dean of Men, from a salary rate of \$225.00 per month to \$240.00, effective February 1, 1961.
10. Mrs. Myra Herrmann, Clerk Stenographer II in the Student Insurance Office, from a salary rate of \$275.00 per month to \$285.00, effective March 1, 1961.
11. Mr. William Kahler, Janitor, from a salary rate of \$330.00 per month to \$360.00, effective February 18, 1961.
12. Mrs. Betty Karrick, Clerk Stenographer III in the Department of Health and Physical Education for Women, from a salary rate of \$325.00 per month to \$335.00, effective February 1, 1961.
13. Miss Cecile McCarthy, Library Clerk III in Milner Library, from a salary rate of \$270.00 per month to \$285.00, effective February 1, 1961.
14. Mr. Harvey Mays, Housing Maintenance Supervisor, from a salary rate of \$425.00 per month to \$450.00, effective March 1, 1961.
15. Mrs. Anne Murphy, Clerk Typist II in the Alumni Office, from a salary rate of \$225.00 per month to \$235.00, effective February 1, 1961.
16. Miss Sharon Patterson, Clerk Typist I in the University High School Office, from a salary rate of \$225.00 per month to \$235.00, effective February 1, 1961.
17. Mrs. Mary O. Reid, Janitress, from a salary rate of \$240.00 per month to \$270.00, effective February 25, 1961.
18. Mrs. Sarah S. Reum, Janitress, from a salary rate of \$240.00 per month to \$270.00, effective February 15, 1961.
19. Miss Catherine Richards, Assistant Food Service Manager in the Residence Hall Food Service, from a salary rate of \$550.00 per month to \$580.00, effective March 1, 1961.
20. Mr. Charles Weinberger, Janitor, from a salary rate of \$330.00 per month to \$360.00, effective February 15, 1961.

G. Change in Salary Rate (Merit Adjustments)

Approval of the following merit adjustments is requested. These adjustments are based on a recent salary and wage survey in the community which indicated that we are below average salaries in the community for comparable levels of employment. We have not attempted to bring all employees in a given classification to the average in the community, but have selected these employees on the basis of job responsibility, job performance, and the individual salary relationship to community patterns.

1. Mrs. Rae Ann Cole, Clerk Stenographer II in the Departments of Home Economics and Industrial Arts, from a salary rate of \$260.00 per month to \$270.00, effective March 1, 1961.
2. Mrs. Jolly Crist, Clerk Stenographer III in the Department of Education and Psychology, from a salary rate of \$270.00 per month to \$300.00, effective March 1, 1961.
3. Miss Mary Ann Cusey, Clerk Stenographer III in the Division of Special Education, from a salary rate of \$300.00 per month to \$315.00, effective March 1, 1961.

4. Mrs. Janet Davis, Clerk Stenographer II in the Department of Business Education, from a salary rate of \$265.00 per month to \$275.00, effective March 1, 1961.
5. Mrs. Joyce Fredericks, Clerk Stenographer II in the Department of Biological Sciences, from a salary rate of \$260.00 per month to \$275.00, effective March 1, 1961.
6. Mrs. Alma Green, Clerk Typist II in the Business Office, from a salary rate of \$240.00 per month to \$250.00, effective March 1, 1961.
7. Mrs. Margaret Hughes, Clerk Stenographer III in the University Union, from a salary rate of \$300.00 per month to \$315.00, effective March 1, 1961.
8. Mrs. Elsie Mendenhall, Clerk Stenographer III in the Department of Health and Physical Education for Men, from a salary rate of \$275.00 per month to \$300.00, effective March 1, 1961.
9. Mrs. Valerie Witten, Clerk Stenographer II in the Department of Geography, from a salary rate of \$265.00 per month to \$280.00, effective March 1, 1961.

H. Appointments (Replacement)

1. Mrs. Tommie Lee Gaiter, as Cook, effective December 30, 1960, at a salary rate of \$215.00 per month, to take the place of Mrs. Agnes Nelson, who is ill.
2. Mrs. Eunice C. Hoover, as Clerk Stenographer II in the Mathematics Department, effective January 20, 1961, at a salary rate of \$270.00 per month, to take the place of Miss Linda J. Leesman, resigned.
3. Mrs. Joanne Paul, as Clerk Typist II in Milner Library, effective January 5, 1961, at a salary rate of \$260.00 per month, to take the place of Mrs. Shirley Springer, resigned.

I. Appointment (New Position)

1. Miss Jacquelyn Weddle, as Clerk Typist I in the President's Office, effective January 9, 1961, at a salary rate of \$225.00 per month. (Board Report, October 31, 1960, III-J-2.)

J. Request for New Positions

1. Since we now have full use of the Hamilton-Whitten Residence Hall, and also have been able to review the custodial work load in that unit, it is apparent that additional staff is needed to provide necessary coverage so that we can maintain minimum custodial standards. The following positions are requested, all three to be paid from Bond Revenue Funds:
 - a. One Janitress position, to be assigned to the dormitory proper.
 - b. One Janitor position, to be divided between the Feeney Food Center and the recreational areas of Hamilton-Whitten Hall.
 - c. A Food Service Supervisor position for Residence Hall Food Service in order to relieve our Assistant Food Service Manager from a relief schedule in the operating units and make her available for assignment to more important responsibilities and duties in food service administration.
2. The growing complexity and magnitude of problems involving campus security, parking, traffic, and public events focuses attention more every day on the need for leadership for our University police.

The University campus of the past was characterized by a small student body, comparatively speaking, by a limited campus area, and by a relatively few student automobiles. A couple of employees functioning as night watchmen were sufficient to provide protection and to meet other campus needs.

However, today we are confronted with the problems of 2,000 young men and women living on the campus, another 2,000 coming to the campus from as far away as 45 miles, plus an ever increasing number of events which attract people from the community to the campus; multiplying many times the problems of parking, traffic, and the security of our University facilities. Pedestrian safety problems, as an example, have become apparent in the dormitory area and call for specialized traffic and pedestrian control.

In addition, because of other problems involving safety, personnel, and student life and welfare, other members of the administration frequently need to work with the University police. With the ever increasing number of students and visitors, our problems have multiplied greatly. We need trained leadership to improve and make more efficient our work in this area. With our small police staff and our increase in need for their services, we are having to place our present police on overtime too often. Altogether, I am now convinced that it is readily apparent that better utilization of the officers could be made through a single responsible supervisor.

The lack of a single individual to organize and place in effect a plan for campus traffic and pedestrian safety, and personnel and building security is certainly the greatest weakness to be faced in our campus security organization. The addition of a patrol unit last summer, although providing greater mobility of our officers, is not a substitute for leadership and man power.

We request approval to add a person to our staff who is qualified by both training and experience to plan and administer a total campus security program. In addition to meeting other immediate needs, this position would also enable us to provide more adequate full-time coverage during periods of greatest activity on campus.

There is at the present time a laborer position open which may be re-allocated to handle this request as a new position. There is also a sufficient accumulation of funds in this position to permit payment of an adequate salary.

3. Approval is requested of a new Clerk Typist position half-time for the Bureau of Appointments and half-time for the Department of Education and Psychology.

The half-time for the position in the Bureau of Appointments is to take care of the increase we have had this year in job vacancy notice and in applications of people who are seeking positions. The way the mail is coming in now, we will have some 14,000 job vacancy notices during the next few months. We are having a difficult time keeping up and are having to spend a good deal of time in long distance phone calls with people asking why we have not acknowledged their letters. We have money in our Personal Services funds to take care of this half-time position beginning March 1, 1961 and terminating not later than August 31, 1961.

The half-time position in the Department of Education and Psychology is being established in accordance with the terms and conditions of the Counseling and Guidance Summer Training Institute under the authority of the National Defense Education Act V which was granted to our Department for the coming summer. A great deal of work has already been

started in this area and by asking for this position, we will follow the same procedure we did last year in reference to the Mathematics Institute. This position would also begin March 1, 1961 and terminate not later than August 31, 1961. It would be paid for out of funds available from the National Defense Education Act V.

IX. PURCHASES

A. Insurance

1. Advertised bids were received for Fire, Extended Coverage, Vandalism and Malicious Mischief Insurance totalling \$7,326,000.00 and covering all Revenue Bond Operations for a period of five years. Specifications were written on the "Public and Institutional Property Plan" and called for a \$1,000 deductible, \$500 deductible and \$100 deductible. The bids listed below are based on the \$100 deductible.

It should be noted that the "Public and Institutional Property Plan" is relatively a new type of coverage. After awarding this bid to the successful vendor, the University will name this vendor as their agent of record and representative on insurance matters in connection with all property to be insured. Then and only then will the Illinois Inspection Bureau determine accurate rates on our Revenue Bond building. Thus, the low bid submitted could be subject to a slight change after the buildings are re-inspected and the proper rates are promulgated by the Bureau based on the Public Property Form.

Although this conflicts with our usual procedure of accepting low bids, based on firm prices, this plan represents an estimated reduction in insurance dollar outlay of approximately \$12,000. This estimated reduction is based on the approximate \$21,000 outlay we could have expected had we continued to use the rates on our 80 percent co-insurance policy.

<u>Bidder</u>	<u>Annual Rate Per \$100</u>			<u>Total 5 Year Premium</u>
	<u>Fire</u>	<u>E.C.</u>	<u>V & MM</u>	
Wright-Ellis Insurance Service Freeport, Illinois	.019	.005	.002	\$ 8,644.70
Gipson Agency Bloomington, Illinois	X	X	X	9, 714.50
Frank Insurance Agency Bloomington, Illinois	.023	.005	.002	10,256.40
Van Gundy Agency Normal, Illinois	.026	.006	.002	11,748.60
Capen Agency Bloomington, Illinois	.025	.006	.002	12,087.90
Freese and Jefferson Bloomington, Illinois	.025	.006	.002	12,087.90

Recommendation: We recommend the acceptance of the bid of Wright-Ellis Insurance Service, Freeport, Illinois in the amount of \$8,644.70, payable from Revenue Bond operations.

B. Revolving Tray Oven

1. Advertised bids were received for the complete installation of one Middleby Marshall Revolving Tray Oven in our Walker Hall Revenue Bond operations, as follows:

Wolford-Morris Equipment Company \$ 3,247.80
912 East Adams Street
Springfield, Illinois

*Bensinger's	2,538.00
1005-11 Market Boulevard	
St. Louis 1, Missouri	

*National China and Equipment Corporation 214-18 East Fourth Street Marion, Indiana	3,247.80
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* These bids failed to include the installation and are, therefore, unacceptable.

Recommendation: We recommend the acceptance of the bid of Wolford-Morris Equipment Company, 912 East Adams Street, Springfield, Illinois, in the amount of \$3,247.80, payable from Revenue Bond operations.

C. Audio-Visual Equipment

1. Advertised bids were requested for ten items including Tape Recorders, Projection Tables, Projectors and Screens for the Audio-Visual Department and were received as follows:

Educational Aids	\$ 2,733.50
Evanston, Illinois	

Watland, Inc. (2 no bid items) (\$359.95)	2,760.39
Chicago, Illinois	

*Illini Audio-Visual	(4 no bid items)	666.50
Peoria, Illinois		

*Frank Huber Company (4 no bid items)	1,069.24
Rock Island, Illinois	

*Foto Audio-Visual Company	(5 no bid items)	670.95
Bloomington, Illinois		

*Audio-Visual (7 no bid items)	173.75
Instructional Company	
East Moline, Illinois	

*Lens & Camera (8 no bid items)	219.95
Peoria, Illinois	

* Because of the small number of items bid, the above companies are unacceptable.

Recommendation: We recommend the low, complete, bid of Educational Aids, Evanston, Illinois, in the amount of \$2,733.50, payable from Equipment, General Revenue Funds.

X. MISCELLANEOUS

A. Permission Requested for Out-of-State Trips in University Vehicles

1. Wrestling Team to NAIA Wrestling Tournament in Colorado Springs, Colorado, March 15 - 20, 1961. Station Wagon.

2. Livestock Judging Team and Dairy Judging Team to Abilene, Texas, for National Association of College Teachers of Agriculture Dairy and Livestock Judging Contest, March 21 - 27, 1961. Two automobiles.

3. Tennis Teams to Oxford, Mississippi; Memphis, Tennessee; Nashville, Tennessee; Carbondale, Illinois; and St. Louis, Missouri, March 25-31, 1961. Station Wagon.
4. Debate Team to Pi Kappa Delta National Convention in Stillwater, Oklahoma, March 25 - April 1, 1961. One automobile.
5. Dean of Men, Assistant Dean of Men, Director of Men's Residence Halls, student Residence Hall Counselor, to National Association of Student Personnel Administrators in Colorado Springs, Colorado, March 31 - April 4, 1961. One automobile.

B. Request for Release of Contingency Funds

Present balance of the Contingencies Appropriation is \$347,142. Allocations which were included in our approved Internal Budget for 1960-1961 and for which release is requested:

Personal Services	\$171,635
Contractual Services	86,095*

The budget for Awards and Grants included \$25,600 from Contingencies. It now appears this should be:

Awards and Grants	\$ 30,000*
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Other items for which we request contingencies release in addition to the 1960-1961 budget are:

Commodities	\$ 20,000
Equipment	25,000
Refunds	3,500*

* Indicates items for which immediate release is necessary.

This leaves a balance of \$10,912.00 in our Contingency Appropriation.

Robert G. Bone
President

REPORT OF
NORTHERN ILLINOIS UNIVERSITY

February 20, 1961

II. FACULTY

New Degrees

Miss Mildred C. Hillestad, assistant professor, Department of Business Education, Ph.D., University of Minnesota

Mr. Earl H. McKinney, assistant professor, Department of Mathematics, Ph.D., University of Pittsburgh

Replacements

Mr. Edward M. McGough, instructor, Department of Music, replacing Dr. Maurice J. Weed who is on leave for the spring semester, at a salary of \$3510 for four and one-half months. Mr. McGough has his bachelor's degree and master's degree from the Eastman School of Music, Rochester, New York. He comes to Northern with seven years' teaching experience as assistant professor of music at Indiana University. This is a temporary appointment.

Mrs. Maybelle A. Stout, faculty assistant, assistant resident advisor, Neptune North, replacing Miss Peggy J. Weaver who resigned, at a salary of \$560 per month plus maintenance until June 15, 1961. Mrs. Stout has her bachelor's degree from the University of Texas where she is completing work for her master's degree. She has served as counselor at the University of Colorado and comes to Northern from a position at the University of Texas.

Mr. John F. Wierdsma, instructor, Department of Art, replacing Dr. Roy O. Burke who is on leave for the spring semester, at a salary of \$2700 for four and one-half months. Mr. Wierdsma has his bachelor's and master's degrees from the University of Wisconsin. This is a temporary appointment.

New Appointment - Position Previously Approved

Mr. Joseph T. Marsh, instructor, Regional Services, at a salary of \$760 per month until September 1, 1961 when he will serve on an eleven months' basis. Mr. Marsh has his bachelor's and master's degrees from Northwestern University. He has had varied experience in journalism and comes to Northern from a position in Richmond, Virginia, starting at Northern on March 1.

Substitutes - Northern Elementary and Junior High School - at the regular rate of payment

January 6...Mrs. Norma S. Oberlin for Mrs. Edra Lipscomb who was ill

January 30...Mrs. Wilma Murray for Miss Joanne Stone who was ill

January 31...Mrs. Wilma Murray for Mrs. Catherine Carter who was ill

January 16...(½ day); January 17...Mrs. Eunice Hartman for Mrs. Alda Weedman who was ill

January 20...Mrs. Norma S. Oberlin for Mrs. Edra Lipscomb who was ill

Leaves of Absence Without Salary for the Academic Year 1961-1962

Miss Patricia Blake, instructor, Department of Physical Education for Women, to do graduate work leading toward the doctorate at the University of Wisconsin.

Miss Ann M. Hart, assistant professor, Department of Nursing Education, to complete requirements for the doctoral degree at Indiana University.

Mr. Voris V. King, assistant professor, Department of Earth Sciences, to do graduate work leading toward the doctorate at Michigan State University.

Miss Joan Popp, instructor, Department of Physical Education for Women, to do graduate work leading toward the doctorate at the University of Wisconsin.

Leave of Absence Without Salary - June 15 - August, 1961

Dr. Wilbur A. Yauch, professor, educational consultant, to accept an invitation to teach at the School of Education, Stanford University.

Temporary, Part-time Appointment, Approved in the October, 1960 Board Report

Mrs. Marie R. Dayton, to serve in the Department of Physical Education for Women for the spring semester at a salary of \$958.50. Mrs. Dayton taught during the autumn semester under the same arrangement.

IV. THE ORGANIZATION

Department of Education

Following study covering several years' time by Dr. Wilbur A. Yauch, former dean and Dr. Robert F. Topp, dean, College of Education, and in cooperation with members of the Department of Education, a decision was reached to divide the department into four areas:

- a) Department of Student Teaching
- b) Department of Elementary Education
- c) Department of Secondary Education
- d) Department of Graduate Programs

The department as previously constituted grew too large for adequate coordination.

V. THE CURRICULUM

Approval of the following to teach courses in the Graduate School

Department of Business Education

Dr. Mildred C. Hillestad, Ph.D., University of Minnesota

Department of Mathematics

Dr. Earl H. McKinney, Ph.D., University of Pittsburgh

Faculty - Graduate Assistants (Positions Previously Approved by the Board)

Department	<u>Resignations</u>	
	Name	Effective Date
Biological Sciences	Kenneth A. Blake	January 28, 1961
Chemistry	Richard P. McKeeever	January 28, 1961
Mathematics	Thomas W. Tanner	January 28, 1961
Phys. Education for Men	John H. Hall	January 28, 1961
Physics	Emil R. Schiesser	January 28, 1961
Research	Floyd E. England	January 28, 1961
Social Sciences	Nicholas Panos	January 31, 1961
Visual Education	Walter C. Krug	January 28, 1961

<u>Replacements and New Appointments</u>				
Department	Name	Effec.Date	Length	Monthly Salary
Art	Carl M. Allen	2/6/61	4½ months	\$150.
Art	Loretta M. Malopy	2/6/61	"	75.
Biological Sciences	Joan F. Dichter	2/6/61	"	75.
Bus. Administration	Warren G. Haase	1/3/61	5½ months	75.
Bus. Education	Ormel J. Prust	2/6/61	4½ months	150.
Chemistry	Kenneth Fritsch	2/6/61	"	150.
English	John F. Fanselow	2/6/61	"	75.
History	Roger L. Scanland	2/6/61	"	150.
Industrial Arts	Edgar K. Franseen	2/6/61	"	75.

Mathematics	John E. Behling	2/6/61	4½ months	\$150.
Phys. Educ. Men	Robert M. Soltis	2/6/61	"	75.
Physics	Diana C. Shiles	2/6/61	"	150.
Research	Ralph Catalanello	2/6/61	"	150.
Speech	John D. Dennis	2/6/61	"	150.
Speech	George W. Pillsbury	2/6/61	"	150.
Speech	Paul Roland	2/6/61	"	150.
University Library	Marguerite E. Doll	2/6/61	"	150.
Visual Education	Richard E. Banister	2/6/61	"	75.
Visual Education	Alfred Packiam	2/6/61	"	75.

Faculty Assistants - temporary appointments - for the spring semester, only

We should like to have permission to employ faculty assistants for the following departments for the spring semester, only. These positions have not previously been approved by the board. Each position is one-half time, paying \$75 per month for 4½ months.

Departments: Art, Earth Sciences, History, Lorado Taft Field
Campus, Psychology, Social Sciences, Speech,
Visual Aids

X. MISCELLANEOUS

Association of American Colleges

Northern Illinois University was voted into membership of the Association of American Colleges on January 11, 1961 at the Association meeting held in Denver, Colorado. To be eligible for membership, an institution must be regionally accredited and either be a college of liberal arts in which the entire institution is devoted to liberal arts, or in the case of a university, one college comprising a distinct segment of the university must be liberal arts. Northern was eligible since one of its divisions is the College of Liberal Arts and Sciences.

Permission to Use State Car for Travel

We should like to have permission to use a station wagon for five or six members of the faculty (Department of Education and Student Personnel) to travel to Denver, Colorado from March 25 to March 31, 1961 to go to Denver, Colorado where the convention of the American Personnel and Guidance is to be held.

Since this is during the Easter recess, no classes will be missed. Part of the expense will be paid by each participant and there are several associated organizations included in these meetings.

Distribution of Contingency Fund

We should like to have permission to transfer \$6,000 from the Contingency Fund to Travel.

Contingency Balance.	\$151,250.00
Less	<u>6,000.00</u>
Balance in Contingency	\$145,250.00

Leslie A. Holmes
President

REPORT OF
WESTERN ILLINOIS UNIVERSITY

February 20, 1961

II. FACULTY

A. Leaves of Absence

1. Without Salary

The following staff members, who are not on tenure, have requested leave of absence without salary for the academic year, 1961-62, and will be re-employed by the university upon the recommendation of the department head when and if such employment is available. Ordinarily, we expect to re-employ such a person; however, this is a decision for the department head to make at the time of the intended return of the person granted leave.

- a. Mr. Vernon E. Johnson, Instructor of English, to spend the year in residence at Peabody College working toward the doctorate.
- b. Mr. Don L. Crawford, Instructor of Audio-Visual Education, to complete course requirements for the doctorate at Indiana University. Mr. Crawford is on sabbatical leave in 1960-61.

2. Sabbatical

The Sabbatical Leaves Committee recommends that sabbatical leaves be granted as indicated to the following faculty members, all of whom are eligible according to regulations of the Board. Plans for graduate study, including doctoral programs and postdoctoral projects, are on file in the President's Office.

- a. Dr. M. G. P. Line, Professor and Head of the Department of Social Sciences, on full salary for the fall quarter, 1961, to do advanced field research in Europe, particularly Britain and the Mediterranean region, in (1) higher education, (2) programs of adult education, (3) instruction in politics and government in European institutions of higher learning.
- b. Mr. Elmer C. Haddock, Instructor of Audio-Visual Education, on half salary for the 1961-62 academic year to study at Indiana University toward the Doctor of Education degree.
- c. Dr. Luise A. Lenel, Associate Professor of Foreign Languages, on half salary for the 1961-62 academic year to enroll at a university for courses in Latin literature, advanced work in Latin composition, and courses in Greek.
- d. Dr. Gifford C. Loomer, Professor and Head of the Department of Art, on full salary for the fall quarter, 1961, to live in Mexico and study the areas of arts and crafts expression as found in workshops, schools and markets.
- e. Dr. Kenneth R. Martin, Professor of Geography and Geology, on half salary for the academic year, 1961-62, for an extended reconnaissance and field trip in western Europe including interviews with local people, visits to industrial and agricultural enterprises, obtaining recent statistical data, making photographic records, and contacts with geographers at the University of Belfast, University of Reading, University of Ghent, University of Montpellier, University of Rome, University of Zurich, University of Bonn, and University of Copenhagen.

- f. Dr. Arthur R. Olsen, Professor of Social Sciences, on full salary for the winter and spring quarters, 1961-62, to visit universities and schools in Norway, Denmark and Holland to determine their programs for teaching about NATO on an inter-disciplinary basis and prepare a unit on NATO for use in secondary education in the United States with the view to its publication on a nonprofit basis. Dr. Olsen has made application for a NATO fellowship.
- g. Miss Jeanne Osborn, Assistant Professor, Library, on a half salary for the 1961-62 academic year to study at the University of Illinois toward a Ph.D. in the field of philosophy.
- h. Mr. Alfred J. Shryock, Instructor in Mathematics, on half salary for the 1961-62 academic year to study toward the Ph.D. degree in mathematics education at the State University of Iowa.
- i. Mr. Victor Simpson, Instructor in Industrial Arts, on half salary for the 1961-62 academic year to study at Indiana University toward the Doctor of Education degree in the field of vocational education and industrial arts education.

B. Appointments

1. Frank J. Marchione will be employed as Instructor in the Department of Foreign Languages for the spring quarter, 1961, as a substitute for Dr. Grace Sproull, who will be on sabbatical leave. Mr. Marchione received the B.A. from Queens College, the M.A. from Middlebury College, and is working toward the doctorate at Columbia University. His salary will be \$700 per month. This position was provided in the budget for 1960-61.
2. Miss Diana Kline will be employed as Instructor in the Department of English for the spring quarter, 1961, at \$450 per month for a three-quarter load. Miss Kline filled this position during the fall quarter, but resigned because of illness in her family. She will replace Vera Gene Morris who taught these courses during the winter quarter.
3. Mr. Douglas Kay will be employed as Graduate Assistant in Education (Physical Education) at \$120 per month during the spring quarter, 1961. Mr. Kay will complete the requirements for the B.S. in Education degree at the end of the winter quarter.
4. Mr. Walter H. Eller, Associate Professor Emeritus, is recommended for employment the spring quarter, 1961, to fill temporarily a position that was approved for the Physics Department for 1960-61, but which has not been filled due to lack of qualified candidates. Mr. Eller's salary will be \$340 per month.

C. Continuation of Contracts

1. The following, who were employed on temporary contracts for the winter quarter only, are recommended for continuation through the spring quarter, 1961:
 - a. Eugene Wheatley, Graduate Assistant, Physics, at \$120 per month.
 - b. Lee Transier, Faculty Assistant and Head Resident Adviser, at \$400 per month plus maintenance.
 - c. Robert Dills, Graduate Assistant, Education (Admissions), at \$120 per month.
 - d. Mrs. Dorothy Koller, Graduate Assistant, Education, at \$120 per month.

- e. Mrs. Virginia Mock, Instructor, Education, at \$280 per month (half time).
 - f. Mrs. Martha Weldon, Graduate Assistant, Women's Physical Education, at \$120 per month.
 - g. Arthur W. Hagener, Graduate Assistant, Education (Laboratory Experiences), at \$120 per month.
 - h. Mrs. Winifred Golden, Instructor, Speech, at \$540 per month.
2. The contract of Mrs. Grace Baker, who was originally employed as Faculty Assistant in the Library from September through January, is being extended to continue through the remainder of the present academic year, i.e., February to May, 1961, inclusive, at the same salary rate of \$390 per month. Funds are available to employ Mrs. Baker as two full-time academic positions, one in mathematics and one in education, which were budgeted for the 1960-61 years, have not been filled. The additional help is needed in the library for a backlog of work which has not been possible with the present regular staff. Also, the library hours have been extended this year which requires additional help.

D. Additions to Substitute List

Arthur G. Tillman, Ph.D. (former head of Geography and Geology Dept.)

E. Requests to Enroll for Courses

The following staff members have requested permission to enroll in courses for credit as listed:

Winston C. Lacey, Instructor in Laboratory School, to enroll for Psychology 505, Advanced Child Growth and Development, second semester, 1960-61.

Ralph E. Barclay, Instructor in Physical Education, to enroll in Education 510, Occupational Information and Guidance, second semester, 1960-61.

III. OTHER EMPLOYEES

A. Resignations

- 1. The effective date of the resignation of Sharon Lynn Chenoweth, WCS-50, was changed from January 14, 1961 (as reported in the January report) to January 17, 1961.
- 2. Sharon Baucom, Clerk Stenographer I in the Business Office, WCS-115, effective January 6, 1961.

B. Leave of Absence

- 1. Patricia K. Sanderson, WCS-152, Clerk Stenographer I in the Social Sciences Department, has been granted leave without salary from March 1 to July 1, 1961.

C. Appointments

- 1. Wilma M. Wheetley was employed as Clerk Stenographer I in the Business Office, WCS-115, effective January 9, 1961 at \$250 per month. She replaced Sharon Baucom, resigned.
- 2. Sandra R. Gibson was employed as Clerk Typist I in the Department of Speech, WCS-155, effective January 23, 1961 at \$245 per month. She replaced Kay Jenkins, resigned.

3. Laura J. Lichtfuss will be employed as temporary Clerk Stenographer I in the Department of Social Sciences, effective February 27, 1961 at \$250 per month. She will substitute for Patricia K. Sanderson who will be on leave.

D. Temporary Appointments and Terminations

1. Carl B. Holstine was employed as temporary Janitor for two days, November 3 and 4, 1960, and beginning January 16, 1961 as a substitute during the illness of a regular janitor.

E. Changes in Duties, Classification, Name and/or Salary

1. The name of Marguerite Chenoweth, Maid, WCS-130, has been changed to Marguerite M. Eddington.
2. Hollis J. Campbell, Policeman, WCS-165, completed the probationary period, and his salary was increased to \$375 per month effective February 1, 1961.

IX. PURCHASES

A. Microscopes and Incubator

Bids were received as listed on the following:

- 5 each 31-26-29-73, model AVB-73, stereo-20 om microscopes, 20X oculars, variable magnification, 14 through 60, Bausch and Lomb
- 1 each Freas, model 805, low temperature incubator, range 5° to 50°C, capacity 9 cubic feet, 110 volts AC

Less trade-ins:

- 3 each B & L microscopes, 10x and 43x objectives, 10x ocular, with mirror and iris diaphragm, in working condition. Serial Nos. 175342, 175351, 175352.

Scientific Products Division,
American Hospital Supply Corp.,
Evanston, Illinois
Less trade-in

\$2,083.50
448.30

\$1,635.20

Chicago Apparatus Co.,
Chicago
Less trade-in

2,083.50
420.00

1,663.50

Aloe Scientific,
St. Louis, Mo.
Less trade-in

2,083.50
306.00

1,777.50

E. H. Sargent & Co.
Chicago, Illinois
Less trade-in

2,083.50
195.00

1,888.50

The Chemical Rubber Co.,
Cleveland, Ohio

No bid

Schaar & Co., Chicago

No reply

Wilkins-Anderson, Chicago

No reply

This was advertised in the Champaign News-Gazette.

It is recommended that the low bid of Scientific Products Division, American Hospital Supply Corp., be accepted. The expenditures will be made from General Revenue-Equipment as provided in the internal budget for the Department of Biological Sciences.

X. MISCELLANEOUS

A. Use of University Automobiles

Permission is respectfully requested to use university-owned vehicles beyond the 600 mile limit as follows:

1. Department of Biological Sciences, July 17 to August 18, 1961, fourteen passenger bus for field trip into the Great Plains and Rocky Mountain Area. Courses to be offered on the field trip are Biology 222, Field Biology; Biology 460, Special Problems in Biology; Zoology 431, Field Ornithology. Dr. J. Henry Sather will drive, and he will be accompanied by six students.
2. Department of Speech, March 26-31, 1961, one station wagon for Dr. Robert L. Gregg and five or six students to attend the national forensics tournament of Phi Kappa Delta at Still water, Oklahoma.
3. Division of Student Personnel Services, March 25-31, 1961, one vehicle for the following staff members to attend the annual meeting of the American Personnel and Guidance Association, Denver, Colorado, John S. Storey, Wesley S. Simons, Wayne Wiggins, Robert A. Pierson, Maryann Ehrhardt (return only).

B. Transfer from Contingencies

We respectfully request authorization to transfer \$73,000 from Contingencies to Contractual Services - Income Fund, Educational Operations. The present balance in our Contingency Fund is \$305,790. The proposed transfer will leave a balance of \$232,790.

A. L. Knoblauch
President

MINUTES OF THE MEETING OF THE TEACHERS COLLEGE BOARD
Conrad Hilton Hotel
Chicago, Illinois

February 20, 1961

The regularly scheduled meeting of the Teachers College Board convened at 8:30 A.M., Monday, February 20, 1961, in the Conrad Hilton Hotel, Chicago, Illinois. Mr. R. A. Stipes, Jr., Chairman of the Board, presided.

Mr. Stipes called the meeting to order, roll was called and the following members answered present:

Mr. R. A. Stipes, Jr., Chairman	Mr. Morton H. Hollingsworth
Mr. Alexander Summers, Vice-Chairman	Mr. William E. Reed
Mr. Clarence R. Ropp, Secretary	Mr. Chauncey B. Watson
Mr. Carl Dunbar	Mr. George T. Wilkins
Mr. Vernon L. Heath	

The following members were absent:

Mrs. Harriet Lowden Madlener	Mr. James A. Ronan*
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Also present were the following:

Dr. Leslie A. Holmes, President
Mr. Z. Harold Dorland
Northern Illinois University

Dr. Robert G. Bone, President
Dr. Arthur Larsen
Mr. Preston Ensign
Illinois State Normal University

Dr. Quincy Doudna, President
Dr. Robert Carey
Eastern Illinois University

Dr. A. L. Knoblauch, President
Mr. J. M. Grigsby
Western Illinois University

Dr. Richard G. Browne, Executive Officer
Mr. Richard F. Dunn
Mr. Arthur Samore
Teachers College Board

Mr. William P. Froom, the Board's appointee; Mr. O. T. Banton, of the Lindsay-Schaub Newspapers, Decatur; Mr. Dave Haake, of the Bloomington Pantagraph, Bloomington, were present representing newspaper coverage of this meeting.

Mr. Wilkins moved approval of the minutes of the meeting of January 16, 1961. Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Absent	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

* Mr. Ronan was present for the committee meetings on Sunday, February 19.

Mr. Stipes read letters from Reverend Swann, of Madison, Wisconsin, and Rabbi Kahn, of Houston, Texas, commending Western Illinois University for its religious emphasis program and expressing their gratitude for the courtesy shown them when they were on the campus during January.

ELECTION OF OFFICERS

Mr. Stipes stated that this was the annual meeting of the Board, and asked for election of a chairman for a two-year term; a vice-chairman, secretary, and assistant secretary for one-year terms.

Mr. Watson nominated Mr. Stipes as Chairman for a two-year term. Dr. Browne assumed the chair and asked for a second. Mr. Heath seconded the nomination. Mr. Ropp moved that nominations be closed and the Secretary instructed to cast a unanimous ballot for Mr. Stipes. Mr. Wilkins seconded the motion and it was unanimously carried.

Dr. Browne declared Mr. Stipes elected Chairman, and returned the chair to him.

Mr. Stipes said that nominations were in order for Vice-Chairman. Mr. Ropp nominated Mr. Summers. Mr. Heath seconded the nomination. Mr. Wilkins moved that nominations be closed and the Secretary instructed to cast a unanimous ballot for Mr. Summers. Mr. Reed seconded the motion and it was unanimously carried.

Mr. Dunbar nominated Mr. Ropp for Secretary. Mr. Summers seconded the nomination. Mr. Wilkins moved that nominations be closed and the Secretary instructed to cast a unanimous ballot for Mr. Ropp. Mr. Reed seconded the motion and it was unanimously carried.

Mr. Ropp nominated Mr. Samore for Assistant Secretary. Mr. Summers seconded the nomination and it was unanimously carried.

Mr. Stipes expressed appreciation for the confidence shown in the people that have been serving the Board as officers. He spoke of the heavy work of all the Board members through its various committees as well as at Board meetings, and said that it would probably increase during the next year.

Mr. Stipes said the Committee appointments would be announced at the April Board meeting, and asked Board members to express to him any preference to serve on a particular committee.

Mr. Stipes said there would be no meeting of the Board in March, as agreed by Board members.

REPORTS OF OFFICERS OF THE BOARD

Dr. Browne presented his Report No. 91 as Executive Officer of the Board, which consisted of three parts: Part I, Staff Services for Joint Council on Higher Education; Part II, Semester or Quarter Plan; Part III, Legislation in the 72nd General Assembly.

Mr. Wilkins moved that each of the four schools under the jurisdiction of this Board contribute \$3,500 to a joint fund to finance the work of a professional staff for the Joint Council of Higher Education. Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Absent	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Dr. Browne reported that the Commission of Higher Education recommends that each of the six state-supported universities include with their budget requests a small sum to provide the state's contribution to the National Defense Education Act Loan Fund, an Act of Congress in August, 1958, by which the federal government will provide nine-tenths of a fund to loan money to needy college students if the state or institution can provide the other one-tenth. Dr. Browne added that this is a very useful arrangement and that the schools have been using it successfully. He explained that a student may borrow \$1,000 a year for five years, with no interest charge until after graduation. If the student teaches in public schools, one-tenth of his loan is cancelled each year for five years. The portion cancelled is the federal government's contribution. Ultimately, the state gets back all it provides. Dr. Browne said that the universities under this Board have been providing their share using foundation funds, alumni funds, graduation fees, or other funds, but the Commission of Higher Education asks it be added to the budgets.

Mr. Stipes reported that the University of Illinois and Southern Illinois University had been raising the fund in the same way and that it was becoming increasingly difficult to provide this one-tenth portion, pointing out that the State will get its money back, adding that student loans had always been good, averaging 99% recovery.

Mr. Hollingsworth moved that the Board approve an addition to the budget requests of the four schools under this Board to provide funds for the state's contribution to the National Defense Education Act Loan Fund, amounts to be as follows:

Eastern	\$16,000
ISNU	40,700
Northern	50,000
Western	13,000

Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Absent	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

There was general discussion of the motor vehicle regulations at the four universities. It was recalled that there had been a meeting at Eastern, in September, to discuss parking regulations and the advisability of adopting uniform regulations at all four universities, and that parking regulations were to be submitted to the Board at the January meeting. Mr. Stipes suggested that each university bring in its regulations at the same time, possibly at the April meeting. Mr. Hollingsworth suggested that the rules and regulations be submitted to Mr. Dunn, Legal Counsel, prior to the April meeting.

Board members agreed that each school should submit a copy of its parking regulations to Mr. Dunn prior to the April meeting, at which time the Board would consider them. Board members asked that the schools attempt to attain uniformity as far as the penalty clause is concerned.

Mr. Stipes asked for discussion of the idea of discontinuing the Advisory Committees. After expressions on the advisory committee by Board members, the following motion was made.

Mr. Summers moved that the Policy Committee study the role of the advisory committee and make its recommendation at the April meeting. Mr. Hollingsworth seconded the motion and it was unanimously carried.

REPORTS OF COMMITTEES - Building Committee

NORTHERN ILLINOIS UNIVERSITY

Mr. Dunbar moved approval of the generalized building locations for the long range plans, but no specific locations, in order to permit location of heat lines, utilities, and electrical services. Mr. Watson seconded the motion and it was unanimously carried.

Mr. Dunbar moved reinstatement of alternates to contracts for the Residence Hall Group I, West Campus, as follows:

Felmley-Dickerson Co., Bloomington, General Contract. To install metal louvers (instead of glass) at south side of Generator Room	\$ 250.00
Plumbing Contract. To add gas piping and valves to generator	250.00
H. P. Reger Heating Co., Chicago, Heating Contract. Heating work associated with emergency generator	230.00
Virgil Cook & Son, DeKalb, Electrical Contract. Add Emergency Generator	15,775.00
Virgil Cook & Son, DeKalb, Electrical Contract. Add Automatic transfer switches	3,603.00

Total additions to contracts - \$20,108.00; plus architect's fees in the amount of \$904.86, for a total addition to the project of \$21,012.86. (Payable from funds available for the project.) Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Absent	Mr. Summers	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved approval of a net credit in the amount of \$480.00 in the general and plumbing contracts for the residence hall group I, West Campus, as follows:

Felmley-Dickerson, Bloomington, General Contract. Omission of 40 toilet stall doors at \$35.00, for a total credit of	\$ 1,400.00
Fred Bond Plumbing Contract, 40 urinals instead of 40 water closets, at \$23.00 additional per fixture, add	920.00
Net credit to project -	\$480.00

Mr. Watson seconded the motion and it was unanimously carried.

Mr. Dunbar moved approval of architectural firms to perform architectural services on buildings as listed, subject to securing funds for the projects:

Gilbert A. Johnson, Rockford - Practical Arts Building, to house Department of Home Economics and part of College of Business

Samuelson & Sandquist, Chicago - General Classroom Building with certain rooms designated to accommodate program in Special Education

Mr. Ropp seconded the motion, roll was called, and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Absent	Mr. Summers	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved acceptance of the following list of alternates on the Residence Hall Group I - West Campus, in order of priority, with the understanding that each item would be brought to the Building Committee for approval at the appropriate time.

1. Emergency generator equipment. Cost \$20,108.00; Fee \$904.86; Total \$21,012.86. (Approved this Board meeting.)
2. Alternate No. 4-0. Two 5-KV switches, No. 3 and No. 4, in the main unit sub-station. Cost \$2,167.00; Fee \$97.52; Total \$2,264.52.
3. Alternate No. 4-H. Change the 5-KV primary electric cable. Cost \$1,688.00; Fee \$75.96; Total \$1,763.96.
4. Alternate No. 3-L. Standby Pump P-2 and Converter No. 2. Cost \$6,730.00; Fee \$302.85; Total \$7,032.85.
5. Alternate No. 1-Q. Acoustical tile in corridors of Residence-Hall units No. 1, No. 2, No. 3 and No. 4. Cost \$8,500.00; Fee \$382.50; Total \$8,882.50.
6. Alternate No. 4-J. Study lamps in each student room. Cost \$12,000.00; Fee \$540.00; Total \$12,540.00.
7. Alternate No. 1-U. Translucent panels between Snack Bar and Recreation Rooms. Cost \$13,000.00; Fee \$585.00; Total \$13,585.00.
8. Alternate No. 7-C. Barber-Colman grilles. Cost \$4,360.00; Fee \$196.20; Total \$4,556.20.
9. Alternates No. 3-K and No. 7-D. Heating coils. Cost \$1,634.00 and \$550.00 = \$2,184.00; Fee \$98.28; Total \$2,282.28.
10. Alternate No. 4-E. Public-Address System. Cost \$4,586.00; Fee \$206.37; Total \$4,792.37.
11. Alternate No. 4-G. Electric clocks. Cost \$1,199.00; Fee \$53.96; Total \$1,252.96.
12. Alternate No. 1-I. Insect screens for the side-hinged casement windows. Cost \$5,000.00 (Fenestra); Fee \$225.00; Total \$5,225.00.
13. Alternate No. 5-H. Wall-hung food-service kettles, instead of pedestal type. Cost \$3,618.80; Fee \$162.85; Total \$3,781.65.
14. Alternate No. 5-G. Wall-hung steamers, in lieu of floor-mounted. Cost \$342.50; Fee \$15.41; Total \$357.91.
15. Alternate No. 5-D. Glass doors in place of stainless steel on two "Thermotainer Cost \$432.00; Fee \$19.44; Total \$451.44.
16. Alternate No. 5-C. Glass door panels in lieu of stainless steel on two refrigerators. Cost \$300.00; Fee \$13.50; Total \$313.50.
17. Alternate No. 1-S. Steel lockers in four rooms of Center Unit No. 5. Cost \$1,400.00; Fee \$63.00; Total \$1,463.00.

18. Alternate No. 1-E. Two folding partitions to divide Dining Rooms. Cost \$3,800.00; Fee \$171.00; Total \$3,971.00.
19. Alternate No. 3-G. Air-conditioning in the House Directors' suites of rooms on second floor at four corners of Center Unit No. 5. Cost \$7,640.00; Fee \$343.80; Total \$7,983.80.
20. Alternate No. 1-D. Vinyl wall covering in lieu of painting in certain areas. Cost \$6,400.00; Fee \$288.00; Total \$6,688.00.
21. Item 61 of Food-Service Equipment. Add four more plate carts, at \$461.75 each. Cost \$1,847.00 - Fee \$83.12; Total \$1,930.12.
22. Item 51 of Food-Service Equipment. Add two more condiment carts, at \$889.08 each. Cost \$1,778.16; Fee \$80.02; Total \$1,858.18.
23. Item 28 of Food-Service Equipment. Add two more portable sinks, at \$229.59 each. Cost \$459.18; Fee \$20.66; Total \$479.84.
24. Item 2 of Food-Service Equipment. Add the shelving. Cost \$1,002.79; Fee \$45.13; Total \$1,047.92.
25. Item 4 of Food-Service Equipment. Add the shelving. Cost \$365.75; Fee \$16.46; Total \$382.21.
26. Item 8 of Food-Service Equipment. Add one assembly-and-supply cart. Cost \$334.17; Fee \$15.04; Total \$349.21.
27. Item 18 of Food-Service Equipment. Add three units of shelving, at \$318.71 per unit. Cost \$956.13; Fee \$43.03; Total \$999.16.
28. Item 46 of Food-Service Equipment. Add four cup-and-saucer lowerators, at \$460.47 each. Cost \$1,841.88; Fee \$82.88; Total \$1,924.76.
29. Item 50 of Food-Service Equipment. Add four glass lowerators, at \$283.63 each. Cost \$1,134.52; Fee \$51.05; Total \$1,185.57.
30. Item 19 of Food-Service Equipment. Add two units of shelving, at \$253.42 per unit. Cost \$506.84; Fee \$22.81; Total \$529.65.
31. Item 67 of Food-Service Equipment. Add one oven. Cost \$2,736.15; Fee \$123.13; Total \$2,859.28.
32. Alternate No. 2-B (\$1,800.00) For
Alternate No. 3-B (\$95,200.00) Air-Conditioning
Alternate No. 4-B (\$809.00) Work
Cost \$97,809.00; Fees \$4,401.40; Total \$102,210.40
33. Alternate No. 2-C (\$380.00)
Alternate No. 3-C (\$51,100.00) For
Alternate No. 3-I (\$1,850.00) Second Boiler
Alternate No. 4-C (\$165.00)
Cost \$53,495.00; Fees \$2,407.28; Total \$55,902.28
34. Alternate No. 4-M. Lightning protection system. Cost \$6,272.00; Fees \$282.24; Total \$6,554.24.

Total Cost of above items, including fees - \$288,413.62

Mr. Reed seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Absent	Mr. Summers	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

ILLINOIS STATE NORMAL UNIVERSITY

Mr. Dunbar moved approval of the final plans and specifications as submitted by Brown, Manthei, Davis & Mullins, Champaign, Consulting Engineers, for completion of the underground electrical loop, and authorized the engineers to advertise for bids to be opened on March 22, 1961, with a sixty-day acceptance clause. Mr. Reed seconded the motion and it was unanimously carried.

EASTERN ILLINOIS UNIVERSITY

Mr. Dunbar moved approval of an addition in the amount of \$882.00, plus architect's fees, to the contract of Dorsey O. Crail & Sons, Charleston, for Remodeling of the Health Service, to replace metal window frames in the windows in the gymnasium. (Payable from Contractual Services.) Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Absent	Mr. Summers	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved approval of an addition of approximately \$16,000 to the Pemberton Hall Dormitory addition project, to be used to remodel two single rooms next to the shower rooms on the second and third floors as wash rooms, and to remove the individual lavatories in the girls rooms as they give trouble. Mr. Hollingsworth seconded the motion and it was unanimously carried.

Mr. Dunbar moved that the Board accept the recommendation of architects, Lundeen & Hilfinger, Bloomington, and Consulting Engineers, Brown, Manthei, Davis & Mullins, Champaign, not to remodel the heating system in the old section of Pemberton Hall. Mr. Ropp seconded the motion and it was unanimously carried.

WESTERN ILLINOIS UNIVERSITY

Mr. Dunbar moved approval of the preliminary plans and specifications for a multi-story dormitory, and authorized the architects, Lankton-Ziegele-Terry & Associates, of Peoria, to prepare final plans and specifications, including landscaping, to be presented if possible, at the April meeting of this Board. Mr. Watson seconded the motion and it was unanimously carried.

Mr. Dunbar moved that the Board accept the bid of McDougal-Hartman, Peoria, in the amount of \$14,844.30, plus architect's fees, for 300 feet of drain tile storm extension in the ravine. (Payable from Income Fund, Contractual Services.) Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Absent	Mr. Summers	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved approval of additions to the heating plant rehabilitation contracts, as follows:

Superior Electric Co., Decatur, Electrical Contract. Relocation
of primary electrical distribution conduit and conductors \$ 471.00

Keeler Co., Chicago, Boiler Contract. Furnish and install quarry
tile floor on boiler room operating floor - \$2,680.00

Keeler Co., Chicago Boiler Contract. Furnish and install new
door and window \$ 200.00
Total addition to Boiler Contract 2,880.00

Ideal Heating Co., Chicago, Mechanical Contract. Furnish 3 unit
heaters and 1 condensate pump 1,000.00

Total addition to project - \$4,351.00. (Payable from funds appropriated for the
project.) Mr. Wilkins seconded the motion, roll was called and the vote was as
follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Absent	Mr. Summers	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved approval of plans and specifications as submitted by Brown,
Manthei, Davis & Mullins, Consulting Engineers, Champaign, for rewiring of the
underground electrical system on Hanson Field, and to authorize the engineers to
advertise for bids to be opened at 2:00 P.M., March 17, 1961, and that the Building
Committee be given authority to award the contract. (Payable from Series 50 funds.)
Mr. Reed seconded the motion and it was unanimously carried.

Mr. Dunbar moved that permission be granted to remove the Gymkana Building
from its present site on the location of the new women's residence hall, and dispose
of it through the regular channels of the Property Control Division of the State of
Illinois. Mr. Wilkins seconded the motion and it was unanimously carried.

Mr. Dunbar moved that permission be granted to move the three metal barracks
buildings from the site of the married student housing project to the far north end
of the golf course, one to be used by the Department of Biological Sciences and the
other two to be used by the Physical Plant and Grounds Department for storage. Mr.
Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Absent	Mr. Summers	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved that the Board require every bidder to file with his bid a
letter from the bonding company that if award is made, the bonding company will sign
a performance bond for the bidder. Mr. Wilkins seconded the motion and it was
unanimously carried.

There was discussion of the matter of determining whether or not a time extension on any contract bearing completion date should be granted but no action was taken.

Mr. Dunn, Legal Counsel, presented the following Resolution:

JOINT RESOLUTION OF THE DEKALB SANITARY DISTRICT OF DEKALB
COUNTY, ILLINOIS AND THE TEACHERS COLLEGE BOARD OF THE STATE
OF ILLINOIS

WHEREAS, the Teachers College Board of the State of Illinois has acquired certain property in Block 1 of the Normal Park Addition to the City of DeKalb, Illinois; A part of said property being Lot 2, 3, 4, and 5, of said Block 1, and,

WHEREAS, there exists upon and across said property a certain easement dated April 18, 1929, granted to the DeKalb Sanitary District by previous owners of the property for the purpose of construction of a sanitary sewer, and,

WHEREAS, such sanitary sewer has been constructed and now exists upon and across said property, and

WHEREAS, the Teachers College Board proposes to construct a building known as University Center, which building will occupy some of the area presently occupied by said existing sanitary sewer, and,

WHEREAS, relocation of the existing sanitary sewer is necessary to provide proper building space and would not be detrimental to sanitary sewer service for property holders in the area;

NOW, THEREFORE, BE IT RESOLVED:

1. That the Teachers College Board shall provide for the relocation of the existing sanitary sewer in such a manner as to provide continued service and to permit the discontinuance of sewers extending through the building site of the University Center.

2. That all costs of said relocation be borne by the Teachers College Board.

3. That the location as well as workmanship and materials used in the relocation of said sanitary sewer be subject to the approval of DeKalb Sanitary District.

4. That all of the said easement dated April 18, 1929, lying upon the South 75 feet of Lot 2, all of Lot 3, all of Lot 4, and the North 25 feet of Lot 5 (all of Block 1 Normal Park Addition) be herein forever vacated.

5. That the Teachers College Board hereby dedicate an easement for the construction, as well as the future maintenance, of the relocated sanitary sewer upon and across the South 10 feet of the North 23 feet of the West 110 feet of Lot 2 of Block 1 of said Normal Park Addition.

Passed by the Board of Trustees of DeKalb Sanitary District this _____
day of _____, A.D. 1961.

President of Board

ATTEST: _____
Clerk of Board

Passed by the Teachers College Board of the State of Illinois this _____
day of _____, A.D. 1961.

Chairman

ATTEST: _____
Secretary

Mr. Watson moved that the Resolution as presented by Mr. Dunn be adopted.
Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Absent	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Absent	Mr. Summers	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunn read the following Resolution:

WHEREAS, on the 10th day of November, 1960, after due publication, this the Teachers College Board of the State of Illinois, for Northern Illinois University at DeKalb, Illinois, received bids on construction work on a Residence Hall - Group I, to be located on the West Campus of said University at DeKalb, Illinois, the same being financed in part by a loan from the United States government thru the Housing and Home Finance Agency, where the improvement is known as

Project No. Ill. - 101(D)

Name of Borrower: The Teachers College Board, of the State
of Illinois, acting for and on behalf of
Northern Illinois University

Address: DeKalb, Illinois

Contract No.: H(402)-464; and

WHEREAS, the low bidder on Division II - Plumbing work on said project was Graves & Graves Corporation, of Chicago, Illinois, to which an award for contract was made which, with alternates and base bid totaled \$291,776; and

WHEREAS, this Board tendered a contract for said work to said Graves & Graves Corporation to be signed and returned to this Board, same to be accompanied with performance bond; and

WHEREAS, on the 17th day of February, 1961, this Board is advised in writing by said Graves & Graves Corporation as follows:

"February 17, 1961

The Teachers College Board
Room 111
State Office Building
Springfield, Illinois

Re: Residence Hall - Group I
West Campus, Northern Illinois University
DeKalb, Illinois

Gentlemen:

It is with regret that we inform you that the Graves & Graves Corporation has been denied bond by the Aetna Casualty & Surety Co., for the Plumbing Contract for the subject Project. All other sources have been exhausted.

Pending receipt of formal 'Notice of Default', we wish to extend the cooperation of ourselves and Sheffield Plumbing Contractors, Inc., in whatever may be required.

Very truly yours,

GRAVES & GRAVES CORPORATION

By R. L. Arnold /s/
R. L. Arnold-President

RLS/rla " ; and

WHEREAS, the second low bid for said plumbing work on the aforesaid date was Fred Bond, doing business under the firm name and style of

Fred Bond, Plumbing and Heating,

whose bid for said work with the same alternates as those taken on the said low bid was \$303,490.00; and

NOW, THEREFORE, This Board finds that said Graves & Graves Corporation is unable to qualify under the terms of the advertisement for bids, and the requirement to furnish performance bond; and

This Board further finds that said second low bid and the bidder have met the requirements of said advertisement for bids and has on this date tendered a satisfactory performance bond to this Board, now, therefore,

BE IT RESOLVED by this Board in regular meeting assembled that this Board does hereby make an award of contract for said plumbing work to said Fred Bond aforesaid and that the contract for said work as submitted and signed by said Fred Bond along with the performance bond submitted therewith be and the same are hereby approved and the Chairman and Secretary of this Board be and they are hereby directed to sign said contract and that the Secretary attach thereto the official seal of this Board; and

BE IT FURTHER RESOLVED that this Board take appropriate action to recover from the Aetna Casualty and Surety Company, which signed the Bid or Proposal Bond on the bid submitted by said Graves & Graves Corporation the difference between said low bid of said Graves & Graves Corporation and said second low bid of Fred Bond, which amount is \$11,714.00.

I, Clarence Ropp, do hereby certify that I am the regularly elected, qualified and acting Secretary of the Teachers College Board, of the State of Illinois for Northern Illinois University at DeKalb, Illinois, and that I have the custody and care of the books and records of said Board and more particularly the minutes of the meeting of said Board, and I do further certify that the foregoing resolution is a true and correct copy of an original resolution duly adopted by said Board at a regular meeting of said Board held on the 20th day of February, 1961, which meeting was held at the Conrad Hilton Hotel in Chicago, Illinois, pursuant to due notice to all of the members of said Board as the said resolution appears in the minutes of said meeting in my care and custody as aforesaid.

IN WITNESS WHEREOF I have hereunto affixed my signature and the seal of said Board this 20th day of February, 1961.

Clarence Ropp

ATTEST:

Mr. Dunbar moved the adoption of the above Resolution. Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Absent	Mr. Summers	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Watson moved that the Board authorize Mr. Dunn, Legal Counsel, to negotiate for land as determined by Dr. Bone, President, Illinois State Normal University, and his Advisory Committee; and that the Building Committee be given power to complete the transaction, in an amount not to exceed \$37,000.00. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Absent	Mr. Summers	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved the adoption of the following resolution:

RESOLUTION APPROVING AND PROVIDING FOR THE EXECUTION OF A FIRST AMENDATORY LOAN AGREEMENT, AND NUMBERED CONTRACT NO. H(402)-464, BY AND BETWEEN THE TEACHERS COLLEGE BOARD ACTING FOR AND ON BEHALF OF NORTHERN ILLINOIS UNIVERSITY AND THE UNITED STATES OF AMERICA.

BE IT RESOLVED BY the Teachers College Board acting for and on behalf of Northern Illinois University, as follows:

SECTION 1. The pending First Amendatory Loan Agreement and numbered contract No. H(402)-464, and relating to the erection on the campus of Northern Illinois University, an educational institution of higher learning located in DeKalb, Illinois, of four dormitories, with connecting dining-recreation unit, for approximately 500 men and 500 women students, and 5 supervisors; and a Student-Center building containing food service, bookstore, student activity and recreational facilities, and 20 guest rooms, by and between the Teachers College Board acting for and on behalf of Northern Illinois University and the United States of America, is hereby in all respects approved.

SECTION 2. The Chairman is hereby authorized and directed to execute the First Amendatory Loan Agreement in three counterparts on behalf of the Teachers College Board acting for and on behalf of Northern Illinois University and the Secretary is hereby authorized and directed to impress and attest the official seal of the Teachers College Board, on each such counterpart and to forward two such counterparts to the Housing and Home Finance Agency, together with such other documents relative to the approval and execution of such counterparts and to this Resolution as may be required by the Government.

Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Absent	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

GRADUATE AND GENERAL CURRICULUM COMMITTEE

Mr. Reed moved approval for Western Illinois University, Department of Education to add the following new courses at the Graduate level:

Education 503 - Education Statistics
 Education 560 - Developing Elementary School Classroom Programs
 Education 565 - Seminar in Kindergarten - Primary Education

Education 566 - Recent Trends and Research in Elementary Education
Education 567 - Education of the Exceptional Child
Education 571a - Reading Clinic
Education 571b - Reading Clinic
Education 581 - Group Dynamics in the School
Education 583 - Diagnosing Individual Pupil Needs
Education 439G - Reading and Study in the Secondary School

and to reduce credit in twenty-one approved graduate courses, and eliminate one graduate course in Educational Sociology. Mr. Wilkins seconded the motion and it was unanimously carried.

Mr. Reed moved approval for Western Illinois University, Department of Social Sciences, of the following revisions:

Courses now carrying graduate credit to carry undergraduate credit only:

History 423 - History of the Midwest
History 427 - Latin American History
History 438 - History of England
History 473 - History of the Far East
Political Science 429 - Political Parties
Political Science 443 - State and Local Government
Political Science 467 - Comparative Government
Sociology 449 - Contemporary Social Problems

Courses now carrying undergraduate credit to carry graduate credit:

Economics 457 - Economics Workshop
History 447 - European Social and Intellectual History, 1500-1789
History 448 - European Social and Intellectual History, 1789 to Present
Political Science 478 - The Presidency
Political Science 479 - The Congress
Sociology 419 - Peoples of Africa
Sociology 420 - Peoples of Asia

Courses to be removed from both graduate and undergraduate offerings:

History 456 - The Renaissance and the Reformation

Course to be added to graduate offerings:

Social Science 501 - Readings in History, Political Science, Economics or Sociology

Mr. Wilkins seconded the motion and it was unanimously carried.

Mr. Reed moved that Western Illinois University be authorized to award master's degrees in the following departments:

Biological Sciences - Master of Science
English - Master of Arts
Mathematics - Master of Science
Social Sciences - Master of Arts

Mr. Wilkins seconded the motion and it was unanimously carried.

Mr. Reed moved approval for Eastern Illinois University to add the following new courses at the graduate level:

Philosophy 550 - Philosophic Inquiry: An Adventure of Ideas
Physical Education 550 - Sports and Physical Education in American Society
Mathematics 450 - Concepts of Analytic Geometry and Calculus
Mathematics 502 - Elementary Algebra from A Modern Viewpoint

and to drop Social Science 550. Mr. Wilkins seconded the motion and it was unanimously carried.

Mr. Reed moved that the Board approve the request of Northern Illinois University to divide the Department of Education into four areas: Department of Student Teaching; Department of Elementary Education; Department of Secondary Education; Department of Graduate Programs. Mr. Wilkins seconded the motion and it was unanimously carried.

Mr. Reed moved that the work carried on at the Lorado Taft Campus be conducted by a Department of Outdoor Teacher Education. Mr. Wilkins seconded the motion and it was unanimously carried.

Mr. Reed moved that Northern Illinois University be authorized to offer a teacher-training program in special education to include the following fields: educationally handicapped; physically handicapped; visually handicapped; and auditorially handicapped. Mr. Wilkins seconded the motion and it was unanimously carried.

Mr. Reed moved that Northern Illinois University be authorized to undertake a program for teachers of gifted children. Mr. Wilkins seconded the motion and it was unanimously carried.

REPORTS OF PRESIDENTS

NORTHERN ILLINOIS UNIVERSITY

Dr. Holmes presented the report for Northern Illinois University.

Mr. Watson moved approval of the Report for Northern Illinois University, as presented by President Holmes. Mr. Reed seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Absent	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

ILLINOIS STATE NORMAL UNIVERSITY

Dr. Bone presented the report for Illinois State Normal University. There was discussion of the fire, extended coverage, vandalism and malicious mischief insurance, Item A under IX, Purchases. Members agreed to postpone action on this request.

Mr. Wilkins moved approval as corrected of the Report for Illinois State Normal University, as presented by President Bone. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Absent	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Stipes asked Mr. Samoore, Mr. Ensign and Mr. Hollingsworth to make a recommendation on the insurance to the Finance Committee.

Mr. Ropp moved that the Finance Committee be empowered to award contracts on insurance, upon the recommendation and findings of Mr. Samoore, Mr. Ensign and

Mr. Hollingsworth. Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Absent	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

President Bone reported that the Teachers College Board, the Illinois State Historical Society Board, and the Trustees of the Illinois State Historical Library held a formal opening of the David Davis Mansion, for which the Teachers College Board is trustee, on February 10, 11, 12, 1961. It began with a dinner, done in the style of the 1870's, on Friday evening, February 10. Mr. Alexander Summers was the toastmaster and the main address was given by Willard L. King, the author of "David Davis, Lincoln's Manager." After the dinner, the group went to the David Davis Mansion for a reception. During the next two days nearly 2,000 people visited the home.

EASTERN ILLINOIS UNIVERSITY

Dr. Doudna presented the Report for Eastern Illinois University.

Mr. Summers moved approval of the Report for Eastern Illinois University as presented by President Doudna. Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Absent	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

WESTERN ILLINOIS UNIVERSITY

Dr. Knoblauch presented the Report for Western Illinois University.

Mr. Dunbar moved approval of the Report for Western Illinois University, as presented by President Knoblauch. Mr. Reed seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Absent	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

NEW BUSINESS

The Chairman announced that this was the time and place for the considering of bids received for the purchase of \$4,000,000 Illinois State Normal University Student Residence Hall Revenue Bonds, Series of 1961, pursuant to a Notice of Sale published in The Daily Bond Buyer on February 8, 1961..

Mr. Ropp, Secretary of the Board, reported that the official copy of the Notice of Sale was correct.

Mr. Hollingsworth moved that the Notice of Sale and Official Statement on the proposed issue of \$4,000,000 Illinois State Normal University Student Residence Hall Revenue Bonds, Series of 1961, as prepared by Barcus, Kindred & Co., be ratified, approved, and confirmed by this Board. Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Absent	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

The Chairman directed the Secretary to record the Notice of Sale and Official Statement in the minutes of this meeting, marked Exhibit "A."

NOTICE OF SALE

\$4,000,000 ILLINOIS STATE NORMAL UNIVERSITY Student Residence Hall Revenue Bonds, Series of 1961

The Teachers College Board of the State of Illinois will receive sealed proposals on February 20, 1961, delivered to the undersigned at 11:00 o'clock A.M., Central Standard Time, in Parlor 24, Fifth Floor, Conrad Hilton Hotel, Chicago, Illinois, at which time and place all bids will be publicly opened, read and considered, for the purchase of \$4,000,000 Student Residence Hall Revenue Bonds, Series of 1961, of The Teachers College Board of the State of Illinois, for Illinois State Normal University at Normal, Illinois.

Said bonds will be dated March 1, 1961, of the denomination of \$1,000 each, numbered 1 through 4000, and will mature on October 1 in each of the years and in amounts as follows:

<u>Amount of Principal Installment</u>	<u>Due</u>	<u>Amount of Principal Installment</u>	<u>Due</u>	<u>Amount of Principal Installment</u>	<u>Due</u>
\$40,000	1963	\$ 90,000	1980	\$145,000	1991
45,000	1964 and 1965	95,000	1981 and 1982	150,000	1992
50,000	1966 and 1967	100,000	1983	155,000	1993
55,000	1968 through 1970	105,000	1984	160,000	1994
60,000	1971	110,000	1985	170,000	1995
65,000	1972 and 1973	115,000	1986	175,000	1996
70,000	1974 and 1975	120,000	1987	185,000	1997
75,000	1976	125,000	1988	190,000	1998
80,000	1977 and 1978	130,000	1989	200,000	1999
85,000	1979	135,000	1990	205,000	2000

Bonds maturing on October 1 in each of the years 1971 through 2000 shall be redeemable in whole or in part in inverse numerical order prior to their maturity on April 1, 1971, and on any interest payment date thereafter at par plus accrued interest plus the following premiums:

3% if redeemed April 1, 1971 through October 1, 1975, inclusive
 2½% if redeemed April 1, 1976 through October 1, 1980, inclusive
 2% if redeemed April 1, 1981 through October 1, 1985, inclusive
 1½% if redeemed April 1, 1986 through October 1, 1990, inclusive
 1% if redeemed April 1, 1991 through October 1, 1995, inclusive,
 and thereafter at par.

Interest will be payable October 1, 1961, and semiannually thereafter, on April 1 and October 1, both principal and interest to be payable at the Continental Illinois National Bank and Trust Company of Chicago, Chicago, Illinois.

Said bonds are issued to pay the cost of constructing two new student residence halls upon a part of the campus of said University, and remodeling Hamilton Hall, Whitten Hall and Feeney Center, existing residence halls and dining hall located on the campus of said University. Said bonds are to be payable from and secured by a closed first lien on the net revenues of the two student residence halls to be constructed and equipped from the proceeds of said bonds, and are additionally secured by a pledge of and lien on the available net revenues of the existing residence halls and dining hall designated Hamilton Hall, Whitten Hall and Feeney Center, junior and subordinate in all respects to the lien on and pledge of the revenues derived from the operation of said existing two residence halls and dining hall securing the outstanding Student Residence Hall Revenue Bonds, Series of 1959.

No bids of less than par and accrued interest will be considered. Bids must be for all of the bonds bearing interest at a rate or rates not to exceed Five Per Cent (5%) per annum. In determining the best bid, the interest cost will be computed by determining the interest from March 1, 1961, to absolute maturity at the rate or rates specified by the bidder and deducting therefrom any premium offered. Bidders may specify the rate or rates of interest in multiples of 1/8 or 1/10 of 1%, but all bonds of the same maturity shall bear the same rate of interest represented by a single coupon for each semiannual interest payment date for each bond.

The sale and award of the bonds will be subject to the final approving legal opinion of Chapman and Cutler, Attorneys, Chicago, Illinois, said opinion to be furnished without expense to the purchaser, and at the option of the purchaser will be printed on each bond without cost. The bonds will be delivered to the purchaser at The First National Bank of Chicago, Chicago, Illinois, on or before March 22, 1961.

The right is reserved to reject any or all bids, and any bid not complying with this notice of sale will be rejected. Each bid must be enclosed in a sealed envelope addressed to The Teachers College Board of the State of Illinois, and should be marked on the outside "Proposal for Illinois State Normal University Bonds" and must be accompanied by a certified or cashiers check drawn upon an incorporated bank or trust company to the order of said The Teachers College Board of the State of Illinois for \$80,000 as a good faith deposit to secure The Teachers College Board against any loss from the failure of the bidder to comply with the terms of his bid. No interest will be allowed on the amount of the good faith deposit, and the checks of all bidders except the one to whom the award is made will be returned immediately.

Further information may be obtained from the undersigned or Barcus, Kindred & Company 231 South LaSalle Street, Chicago 4, Illinois, Fiscal Agents for The Teachers College Board.

Dated this 7th day of February, 1961.

Clarence Ropp
Secretary of The Teachers College
Board of the State of Illinois

Illinois State Normal University was founded in 1857, marking the beginning of State supported higher education in Illinois. The oldest of the four universities under the control of The Teachers College Board, it was the first teacher education institution established in the Mississippi Valley, the second west of the Allegheny Mountains, and the 10th in the United States. It is located near the geographic center of Illinois in the City of Normal, which together with the adjoining City of Bloomington had a combined 1960 census population of 49,628. It awards bachelor's and master's degrees of science in education, and both its undergraduate and graduate programs are accredited by the North Central Association of Colleges and Secondary Schools and by the National Council for Accreditation of Teacher Education. Total University enrollment is approximately 4,500, and the faculty has over 350 members. The campus consists of 557 acres including an experimental farm. Buildings and equipment are valued at over \$22 million, of which over \$15 million has been added during the last 10 years.

No tuition is charged students attending the University. Fees are charged each student to cover registration, activities, and other services totaling \$98 per semester for students who are residents of Illinois and \$183 per semester for out-of-state students.

Legal Authority:- These bonds will be issued by The Teachers College Board of the State of Illinois for Illinois State Normal University at Normal, Illinois, pursuant to the provisions of an act authorizing the Board to build and equip residence halls and other structures with the proceeds of bonds payable from the revenues thereof (Sections 59a to 59e, Chapter 127, Illinois Revised Statutes 1959), approved by the General Assembly of the State of Illinois; and pursuant to a resolution to be adopted by the Board.

The Teachers College Board of the State of Illinois, organized pursuant to Chapter 122 of the laws of the State of Illinois, is comprised of nine members appointed for overlapping six-year terms by the Governor with the advice and consent of the Senate, and, as ex-officio members, the Superintendent of Public Instruction and the Director of the Department of Finance of the State of Illinois. The present organization of the Board is:

Appointed Members

R. A. Stipes, Jr., Chairman	Champaign
Alexander Summers, Vice-Chairman	Mattoon
Charence Ropp, Secretary	Normal
Carl Dunbar	Macomb
Vernon L. Heath	Robinson
Morton H. Hollingsworth	Joliet
Harriet Lowden Madlener	Oregon
William E. Reed	Oak Park
Chauncey B. Watson, Sr.	DeKalb

Ex-Officio Members

George T. Wilkins, Superintendent of Public Instruction -	Springfield
James A. Ronan, Director, Department of Finance	- Springfield

Under the control of this Board are four institutions of higher education with a combined total enrollment of over 17,000. These institutions are: Illinois State Normal University, Normal; Northern Illinois University, DeKalb; Eastern Illinois University, Charleston; and Western Illinois University, Macomb.

Purpose of Bond Issue:- The proceeds of these \$4,000,000 bonds are to be used to construct a new 10-story dormitory consisting of two interconnected tiers with a combined capacity of 816 students and to improve existing Hamilton and Whitten Halls (a similarly designed structure housing 816 students) and existing Feeney Center, a kitchen and dining facility which will serve a total of 1,632 residents. The estimated cost of the project is shown below:

Construction Cost, Including Fixed Equipment	\$3,372,414 (a)
Movable Equipment & Furnishings	210,000
Architectural, Legal, Fiscal Fees & Site Improvement	215,500
Interest During Construction	200,000 (b)
Contingencies (1.8% of construction cost)	62,086
Total Project Cost	\$4,060,000
Less Interest Earned on Construction Fund	60,000 (c)
Amount of Bond Issue	\$4,000,000

Notes:- (a) Based on bids already received. Contracts will be covered by 100% performance bonds and provide for a \$500 per day penalty if construction is not complete by September 19, 1962. (b) Since it is expected that revenues from existing facilities available to these bonds on a junior lien basis will be more than adequate to pay all interest during construction, this amount will be available to establish in full

the \$200,000 Bond Reserve Account required for this \$4,000,000 issue.
(c) Assuming bond proceeds invested an average of 9 months at the rate of 2% per annum.

Security of Bonds:- These \$4,000,000 bonds are secured by a closed first lien on the net operating revenues of the 816-student capacity facility to be built with their proceeds. They are additionally secured by a closed second lien on the operating revenues of 816-student capacity Hamilton-Whitten Halls and Feeney Center (the dining facility to serve this 1,632 student total), which, together with the revenues of certain other facilities, are pledged to \$3,600,000 Series of 1959 bonds.

The Board covenants continuously to operate, use, and maintain all facilities pledged to these Series of 1961 bonds in an efficient and economical manner, to charge and collect rates and fees for the use thereof fully sufficient to pay when due the principal and interest on these bonds and to maintain the Bond Reserve Account and Depreciation Account of \$200,000 each as provided in the bond resolution; and to adopt such parietal rules and regulations as may be necessary to insure the maximum occupancy and use of such facilities (subject to the provisions of outstanding bonds requiring prior occupancy of housing facilities with an aggregate capacity of 1,192 students).

Debt Service - Earnings Ratio:- Shown below is the estimate, developed in detail on following pages, of the annual revenue pledged to these Series of 1961 bonds compared to their debt service requirements.

	1st Lien 816 Capacity <u>New Building</u>	2nd Lien 816 Capacity <u>Existing Bldgs</u>	Combined 1,632 Capacity <u>Buildings</u>
Net Available for Series 1961 Dt Serv	\$224,995	\$224,995	\$449,990
Dt Serv Coverage These \$4,000,000 Series 1961 Bonds <u>Assuming a 4-1/4% Interest Rate:</u>			
Max Interest (\$170,000) Covered			2.6x
Avg Dt Serv (\$214,600) "			2.1x
Max Dt. Serv (\$218,738) "			2.0x

Description of the Project:- Shown in the center of the photograph below is the two-tiered 10-story dormitory (Hamilton and Whitten Halls) and the adjoining two-story dining facility (Feeney Center), which were financed with the Series of 1959 revenue bonds and began operation in September 1960.

(PHOTO)

The proposed dormitory to be constructed with part of the proceeds of these Series of 1961 bonds is practically a duplicate of Hamilton-Whitten Halls and is to be located adjacent to and connected with Feeney Center, as shown in the following architect's drawing.

(PHOTO)

The new dormitory will have the same capacity as Hamilton-Whitten Halls, 816 students. Four-hundred and eight students will be housed in each of its two 10-story tiers of dormitory rooms, which are joined by a tier of lounges, each lounge being two stories in height. There will be two automatic elevators in each tier of dormitory rooms. The building will be of concrete frame construction with porcelain coated steel paneling exterior curtain walls and aluminum window frames, all of which is expected to result in extremely low maintenance cost. Feeney Center, with the improvements to be made with part of the proceeds of these Series of 1961 bonds, will provide the kitchen and dining facilities for both the 816 residents of the new building and the 816 residents of Hamilton-Whitten Halls.

The site of the project is the center foreground of the aerial photograph of the campus shown on the cover of this official statement. The cover photograph, taken in 1957, shows neither the Hamilton-Whitten-Feeney complex nor the Centennial classroom building (right center of the photograph at the top of page), both of which have been constructed since 1957.

Debt Service Requirements of these \$4,000,000 Series of 1961 bonds, assuming an interest rate of 4-1/4%:-

Yr End 10/1	Princ	Int	Total	Yr End 10/1	Princ	Int	Total
1961(a)		\$ 99,167	\$ 99,167	1982	\$ 95,000	\$117,725	\$212,725
1962		170,000	170,000	1983	100,000	113,688	213,688
1963	\$40,000	170,000	210,000	1984	105,000	109,438	214,438
1964	45,000	168,300	213,300	1985	110,000	104,975	214,975
1965	45,000	166,388	211,388	1986	115,000	100,300	215,300
1966	50,000	164,475	214,475	1987	120,000	95,413	215,413
1967	50,000	162,350	212,350	1988	125,000	90,313	215,313
1968	55,000	160,225	215,225	1989	130,000	85,000	215,000
1969	55,000	157,888	212,888	1990	135,000	79,475	214,475
1970	55,000	155,550	210,550	1991(b)	145,000	73,738	218,738
1971	60,000	153,213	213,213	1992	150,000	67,575	217,575
1972	65,000	150,663	215,663	1993	155,000	61,200	216,200
1973	65,000	147,900	212,900	1994	160,000	54,613	214,613
1974	70,000	145,138	215,138	1995	170,000	47,813	217,813
1975	70,000	142,163	212,163	1996	175,000	40,588	215,588
1976	75,000	139,188	214,188	1997	185,000	33,150	218,150
1977	80,000	136,000	216,000	1998	190,000	25,288	215,288
1978	80,000	132,600	212,600	1999	200,000	17,213	217,213
1979	85,000	129,200	214,200	2000	205,000	8,713	213,713
1980	90,000	125,588	215,588				
1981	95,000	121,763	216,763				
				1963-2000 Annual Average \$214,600			

Notes:- (a) Seven months. (b) Maximum total charges.

Estimated Pledged Revenues:- Shown below is an estimate of the revenues pledged to these Series 1961 bonds based upon the facilities' being used only during the 36-week regular academic year less a 10% vacancy allowance (26,439 net occupant-weeks for each of the 816-capacity facilities):

	Occupant- Week Increment	A n n u a l T o t a l		
		816 Capacity	816 Capacity	Combined
		New Building	Existing Bldgs	
Board & Room Chges	\$20.00(a)	\$528,780	\$528,780	
Cost of Food Sold	\$ 4.63(b)	\$122,413	\$122,413	
Other Oper Expense	6.86(b)	181,372	181,372	
Total Oper Expense		\$303,785	\$303,785	
Net Oper Revenue		\$224,995	\$224,995(c)	
Prior Lien Dt Serv		None	(d)	
Net Available for Series 1961 Dt Serv		\$224,995	\$224,995	\$449,990

Notes:- (a) Board and room charges for all dormitories at the University will be increased to \$20 per week (from the present \$19.17) in the fall of 1962 when the new building will first open. (b) Actual experience in all the University's dormitories during the fiscal year ended 6/30/60. (c) For purposes of comparison the actual net for the first 3½ months' operations (through 12/31/60) of these newly opened facilities was \$100,036 at present board and room charges of only \$19.17 per week. (d) These revenues (Hamilton-Whitten Halls and Feeney Center) shall, under the terms of the Series 1961 bond resolution, be used in meeting

the prior requirements of the Series 1959 bonds to which they are pledged on a first lien basis, only to the extent that revenues from other facilities also pledged to the Series 1959 bonds are insufficient therefor. Revenues from such other facilities have, as shown on following pages, historically been high enough fully to satisfy the Series 1959 bond requirements.

Source of Revenues for Servicing Series 1959 Bonds:- The Series 1959 bonds are secured by a first lien pledge of the revenues of Hamilton-Whitten Halls and Feeney Center. They are additionally secured by a lien junior to the requirements of Series 1950 and 1954 bonds on the revenues of all the remaining existing University housing facilities except the 96 Cardinal Court apartments. Shown below are the revenues derived last year only from the facilities pledged to the Series 1959 bonds on a junior lien basis. The following schedule also shows a pro forma statement of these revenues based on the \$20 per week board and room charge which will become effective in the fall of 1962.

	Y e a r E n d 6/30/60		
	A c t u a l		
	Total for Year	Occupant- Week Increment	Pro Forma @ \$20 Per Week Chge
Board & Room Charges	\$831,560	\$18.61	\$893,680
Misc Gross Operating Revenue	14,340		14,340
Total Gross Operating Revenue	\$845,900		\$908,020
Cost of Food Sold	\$206,708	\$ 4.63	\$206,708
Other Operating Expense	306,749	6.86	306,749
Total Operating Expense	\$513,457		\$513,457
Net Operating Revenue Before Depreciation & Debt Service	\$332,443		\$394,563
Non-Operating Income (Utilities paid by State and interest)	43,514		43,514
Net Available for Debt Service	\$375,957		\$438,077
Maximum Annual Debt Service on Series 1950 & Series 1954 Bonds	141,800*		141,800*
Balance Available for Series 1959 Debt Service	\$234,157		\$296,277
Maximum Annual Debt Service on Series 1959 Bonds			\$203,325*

* Principal and interest only, since all required reserves for Series 1950, 1954, and 1959 are already fully established. Detailed schedule of principal and interest requirements appears in the following paragraphs.

As can be seen from the foregoing schedule, the Series 1959 bonds can be fully serviced from the revenues from only those facilities pledged to them on junior lien basis. This makes the revenues from Hamilton-Whitten Halls and Feeney Center fully available to the Series 1961 bonds.

Outstanding Bonds' Reserves:- All the reserves required for the Series 1950, 1954, and 1959 bonds now have on deposit in them the full maximum requirement. In the event any of these reserves are depleted, the terms of the resolutions authorizing these bonds require that the depletion be restored by resumption of annual deposits in fixed amounts, as shown in the following schedule:

	Series 1950	Series 1954	Series 1959	Combined
Bond Reserve Fund:				
Annual Deposit	\$12,500	\$ 30,00	\$ 20,000	\$ 62,500
Maximum Requirement	55,000	180,000	200,000	435,000
Present Balance	55,540	180,000	200,000	435,540

Depreciation Fund:

Annual Deposit	\$ 7,500	\$ 9,000	\$ 20,000	\$ 36,500
Maximum Requirement	50,000	90,000	200,000	340,000
Present Balance	50,244	90,223	200,000	340,467

Debt Service Requirements on Outstanding Dormitory Revenue Bonds:-

Year End 10/1	Series 1950	Series 1954	Series 1950 & 1954 Combined	Series 1959	Series 1950, 1954 & 1959 Combined
1961	\$46,725	\$81,500	\$128,225	\$155,606	\$283,831
1962	46,038	80,300	126,338	155,606	281,944
1963	45,350	79,100	124,450	195,606	320,056
1964	49,663	82,900	132,563	198,606	331,169
1965	48,838	81,500	130,338	196,356	326,694
1966	48,013	80,275	128,288	199,106	327,394
1967	47,188	84,050	131,238	196,606	327,844
1968	46,363	82,650	129,013	194,106	323,119
1969	15,538	81,250	96,788	196,606	293,394
1970	15,538	79,850	95,388	193,856	289,244
1971	20,538	73,450	93,988	196,450	290,438
1972	50,400	72,225	122,625	193,825	316,450
1973	54,438	81,000	135,438	196,200	331,638
1974	53,338	84,425	137,763	198,356	336,119
1975	52,238	82,675	134,913	195,294	330,206
1976	41,138	85,925	127,063	197,231	324,294
1977	45,313	84,000	129,313	198,950	328,263
1978	54,350	72,075	126,425	195,550	321,975
1979	53,113	85,500	138,613	197,150	335,763
1980	56,875*	83,400	140,275	198,538	338,813
1981	55,500	86,300	141,800*	199,713	341,513*
1982	54,125	84,025	138,150	195,675	333,825
1983	52,750	86,750	139,500	196,638	336,138
1984	56,500	84,300	140,800	197,388	338,188
1985	5,125	86,850	91,975	197,925	289,900
1986		84,600	84,600	198,250	282,850
1987		87,350	87,350	198,363	285,713
1988		84,950	84,950	198,263	283,213
1989		87,550*	87,550	197,950	285,500
1990				197,425	197,425
1991				201,688	201,688
1992				200,525	200,525
1993				199,150	199,150
1994				202,563	202,563
1995				200,550	200,550
1996				203,325*	203,325
1997				200,675	200,675
1998				203,044	203,044
Annual					
Avg:	\$44,600	\$82,439	\$120,887	\$195,756	\$288,011

* Maximum total charges.

Total Bonded Indebtedness: In addition to the dormitory revenue bonds (Series 1950, 1954, and 1959), there is outstanding a Series 1955 issue payable from the revenues of the Student Union Building and a Series 1957 issue payable from the revenues of the 96 Cardinal Court apartments. The following list shows all outstanding Illinois State Normal University bonds:

	Original Issue	As Of 1/31/61			
		Amount Outstanding	Bd & Depr Reserve	Net Debt	
				Amount	% of Orig
Series 1950	\$1,150,000	\$ 800,000	\$105,784	\$ 694,216	60.4%
Series 1954	1,650,000	1,510,000	270,223	1,239,777	75.1%
Series 1955	700,000	660,000	43,365	616,635	88.1%
Series 1957	890,000	687,000	20,656	666,344	74.9%
Series 1959	<u>3,600,000</u>	<u>3,600,000</u>	<u>400,000</u>	<u>3,200,000</u>	<u>88.9%</u>
Total	\$7,990,000	\$7,257,000	\$840,028	\$6,416,972	80.3%

Debt History:- The Teachers College Board of the State of Illinois has, since 1947 when enabling legislation was first passed, issued revenue bonds to finance 19 projects at the colleges under its control. In each case the Board has required that the facilities, as soon as built, be operated in such a way as to produce revenues substantially in excess of all requirements, including those for various reserves.

Five of these 19 bond issues have been for projects at Illinois State Normal University. Shown below is the record of the last three fiscal years' operations of all these Illinois State Normal University projects except the Series 1959 Hamilton-Whitten, Feeney Center project which just began operation in September 1960. Series 1959 interest was capitalized through the construction period.

For brevity, all residence hall bonds' (Series 1950 and 1954) debt service requirements are shown combined in the following schedule, as are the revenues of Fell, Dunn, Barton, and Walker Residence Halls.

	Net Available for Dt Serv	Princ & Int Reqmnts	Balance After Princ & Int
Year End 6/30/58:			
Residence Halls	\$249,864	\$132,914	\$116,950
Student Union	54,839	32,200	22,639
Apartments	*	*	--
Combined Total	<u>\$304,703</u>	<u>\$165,114</u>	<u>\$139,589</u>
Year End 6/30/59:			
Residence Halls	\$351,457	\$135,015	\$216,442
Student Union	56,267	31,800	24,467
Apartments	*	*	--
Combined Total	<u>\$407,724</u>	<u>\$166,815</u>	<u>\$240,909</u>
Year End 6/30/60:			
Residence Halls	\$375,957	\$131,072	\$244,885
Student Union	70,681	31,400	39,281
Apartments	<u>54,132</u>	<u>26,521</u>	<u>27,611</u>
Combined Total	<u>\$500,770</u>	<u>\$188,993</u>	<u>\$311,777</u>

* The apartments began full operation in September 1959, to which time interest on their Series 1957 bonds was capitalized. Maximum annual principal and interest requirements on the Series 1957 bonds is \$33,790 in 1969.

Less than five years average have elapsed since issuance of the University's outstanding bonds, which mature serially to 7/1/98. Already net debt is only 80.3% of the amount originally issued. Nearly half this reduction is attributable to advance reserve accumulation and bond retirement for surplus earnings.

Board and Room Rates:- Board and room rates are uniform for all residence hall facilities on the campus. Rates were increased with the beginning of the 1960-61 school year and will be further increased in the fall of 1962 upon completion of the proposed new building, as follows:

	Per Week	Per Term (18 Weeks)	Per Year (36 Weeks)
Prior to September 1960	\$18.61	\$335	\$670
Current (Effective Sept 1960)	19.17	345	690
Upon Completion of New Bldg.	20.00	360	720

Future Financing:- The only other financing contemplated for Illinois State Normal University during 1961 is a possible issue of about \$750,000 revenue bonds to augment an expected State appropriation for construction of a \$3 million-plus physical education field house. It is also possible that the Board will sell revenue bonds later this year for construction of dormitories at Eastern and Western Illinois Universities. Any such bonds will be payable solely from the revenues of the facilities financed thereby and will be sold by advertised competitive bidding, but not before mid-April.

Enrollment:- The following record of enrollment includes only full time students. Total enrollment, including part time students on the campus, at the beginning of the fall term 1960 was 4,464.

Year	Fall Term	Summer Term	Year	Fall Term	Summer Term
1955-56	2,776	1,342	1958-59	3,202	1,729
1956-57	2,941	1,448	1959-60	3,398	1,893
1957-58	2,899	1,692	1960-61	3,941	--

The additional student housing to be provided by these bonds, together with the additional facilities which can be expected to be constructed from the proceeds of the \$195 million State of Illinois general obligation bond issue approved at the November 1960 election for capital improvements at all six State supported institutions of higher education (the University of Illinois and Southern Illinois University as well as the four institutions administered by The Teachers College Board), can be expected to accelerate this growth.

University Housing Facilities:- The revenue of every housing facility at the University is pledged to those bonds which financed its construction or improvement. In connection with each bond issue a covenant has been made by The Teachers College Board to pass such rules and regulations as are required to insure occupancy of the facilities pledged thereto. The priority of these occupancy covenants runs in chronological order of the bonds on behalf of which the covenant is made. Shown below is the capacity of all University housing facilities, including the proposed new residence hall to be constructed with the proceeds of these Series 1961 bonds, arranged in order of their occupancy requirement:

First Required Occupancy

(Series 1950, 1954 & 1959 Bonds):

Fell Hall	260	
Dunn Hall	213	
Barton	<u>213</u>	686

Next Required Occupancy

(Series 1954 & 1959 Bonds):

Walker Hall	410	
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Next Required Occupancy (Series 1957 Bonds):

Cardinal Court Apartments	96	
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Sub-Total 1,192

Next Required Occupancy

(Series 1959 & 1961 Bonds):

Hamilton Hall*	408	
Whitten Hall*	<u>408</u>	816

Sub-Total, Existing Facilities 2,008

Proposed New Residence Hall (Series 1961 Bonds). 816

Total Required Occupancy 2,824

* Together with their connecting dining facility, Feeney Center.

Housing Demand:- The 816-student capacity of the proposed new residence hall to be constructed with the proceeds of these Series 1961 bonds constitutes only 66% of the demand remaining after all residence halls with a prior required occupancy are filled to capacity, as shown below:

Total Enrollment - Fall of 1960	4,464
Less Students Living at Home, Commuting, or Working for Board & Room	<u>1,213</u> 3,251
Students Needing Rental Housing Less Capacity of Existing University Housing Facilities	<u>2,008</u>
Available for Occupancy of New 816- Student Capacity Dormitory	1,243

Flow of Funds:- Section 7 of the resolution authorizing these \$4,000,000 Series 1961 bonds, which prescribes the disposition of pledged revenues, is briefly summarized below:

Into a separate Revenue Fund held by the Treasurer of the State of Illinois shall be deposited within three days after receipt, both:

- (a) All gross revenue derived from the operation of the new 816-student capacity dormitory to be built with these bonds, and
- (b) All net revenue derived from the operation of Hamilton-Whitten Halls and Feeney Center remaining available after application thereof (only to the extent other pledged revenues are insufficient therefor) to the full satisfaction of all requirements of outstanding Series 1959 bonds

to be held for use only in accordance with the provisions of the bond resolution, which establishes the following manner and order of application.

1. Monthly deposits to an Operation and Maintenance Account of such an amount as is necessary to pay the reasonable cost of maintaining, operating, and repairing the new 816-student capacity dormitory for such month. After retirement of all Series 1959 bonds, the gross operating revenues of the existing Hamilton-Whitten Halls and Feeney Center will be deposited into the Revenue Fund, and the operating expenses of these existing buildings will be paid from this Operation and Maintenance Account.
2. Monthly deposits into the Bond Account in amounts equal to 1/6th of the interest and 1/12th of the principal then next due on these Series 1961 bonds for use only in paying such principal and interest when due.
3. Semiannual deposits into the Bond Reserve Account, beginning 4/1/63, of \$10,000 until a balance of \$200,000 has been accumulated, at which figure said account shall thereafter be maintained by resumption of \$10,000 semiannual payments if depleted, for use only in paying principal and interest on these Series 1961 bonds when moneys in the Bond Account are insufficient therefor. Money in the Bond Reserve Account may be invested in direct obligations of or securities fully guaranteed by the United States of America having a maturity not exceeding 10 years from the date of investment.
4. Semiannual deposits into the Depreciation Account, beginning 4/1/63, of \$10,000 until there has been accumulated the sum of \$200,000, at which figure this account shall thereafter be maintained by resumption of \$10,000 semiannual payments if depleted, for use in paying the cost of extraordinary repairs, upkeep, and replacements in, on or about the new building; provided that if the funds in the Bond Account and Bond Reserve Account should at any time be reduced below the respective amounts required to be on deposit therein transfers shall be made from the Depreciation Account to eliminate any such deficiency. Moneys in the Depreciation Account may be invested in direct obligations of or

securities fully guaranteed by the United States of America maturing not more than five years from the date of investment.

5. Surplus revenues remaining in the Revenue Fund at the close of each fiscal year after all transfers and deposits specified above have been made and after any deficiencies in such transfers and deposits have been remedied may be used for any lawful purpose.

Overall Institutional Operations:- Shown below is a condensed summary of total income and expenditures (not including capital items nor bond principal retirement) of Illinois State Normal University for the fiscal year ended 6/30/60:

<u>Income</u>		
Educational & General Operations		
State Appropriations	\$4,783,921(a)	
Registration Fees & \$59,862 Miscellaneous	<u>281,125</u>	\$5,065,046
Bond Revenue Funds(b)		
Series 1950	\$ 335,882	
Series 1954	538,063	
Series 1955	319,753	
Series 1957	57,730	
Series 1959	<u>-0-</u>	\$1,251,428
Auxiliary Enterprises		78,650
Student Aid		<u>72,000</u>
Total Income		\$6,467,124

<u>Expenditures</u>		
Education & General Operations		\$4,861,601
Bond Revenue Funds(b)		
Series 1950	\$ 251,541	
Series 1954	356,939	
Series 1955	285,521	
Series 1957	22,560	
Series 1959	<u>-0-</u>	\$ 916,561
Auxiliary Enterprises		60,652
Student Aid		<u>72,035</u>
Total Expenditures		\$5,910,849
Excess of Income Over Expenditures		\$ 556,275

Notes:- (a) Compared to this figure there is, as shown on the following page, a \$5,780,497 unencumbered balance available for the current fiscal year beginning 7/1/60 (which is the last year of the biennium) consisting of cash on hand and appropriations unexpended during the first year of the biennium. (b) This schedule summarizes total income and expenses, including interest and depreciation as an expense and interest on invested reserves as gross income, so will differ from operating figures for revenue bond funds shown on preceding pages.

Overall Institutional Balance Sheet, condensed, showing all Illinois State Normal University's funds as of 6/30/60:

Assets

Educational & General Funds			
Cash (Incl \$21,149 of restricted funds)	\$	344,122	
Unexpended State Appropriations		<u>5,530,690</u>	\$5,874,812
Auxiliary Enterprises			
Cash & US Government Securities	\$	165,320	
Accounts Receivable		25,105	
Inventory (Net)		56,974	
Buildings & Equipment (Net)		<u>31,651</u>	\$ 279,050
Plant Funds			
Unexpended Appropriations	\$	317,532	
Land		693,609	
Buildings		11,363,983	
Other Improvements		602,979	
Construction in Progress		505,570	
Equipment		<u>2,329,902</u>	\$15,813,575
Bond Revenue Funds (All series combined)			
Cash & US Government Securities			
Construction Funds	\$	1,234,664	
Other Funds		1,003,509	
Inventory & Accounts Receivable		55,106	
Fixed Assets (Net)		7,471,854	
Deferred Charges		<u>122,258</u>	\$ 9,887,391
Agency Funds - Cash & Investments			\$ 115,947
Student Loan Funds			\$ <u>146,896</u>
Total Assets			\$32,117,671

Liabilities, Reserves & Surplus

Educational & General Funds			
Liabilities & \$10,000 Reserve	\$	73,166	
Unencumbered Balance		5,780,497	
Restricted Funds		<u>21,149</u>	\$ 5,874,812
Auxiliary Enterprises			
Accounts Payable & Deferred Income	\$	12,749	
Accumulated Earnings		<u>266,301</u>	\$ 279,050
Plant Funds			
Unexpended Appropriations	\$	317,532	
Net Invested in Plant		<u>15,496,043</u>	\$15,813,575
Bond Revenue Funds (All series combined)			
Current Liabilities & Deferred Income	\$	356,538	
Bonds Payable		7,345,000	
Surplus & Reserves		<u>2,185,853</u>	\$ 9,887,391
Agency Funds - Held for Specific Purposes			\$ 115,947
Student Loan Funds			\$ <u>146,896</u>
Total Liabilities, Reserves & Surplus			\$32,117,671

The Secretary presented publisher's affidavit of publication of said Notice of Sale on February 8, 1961, and Mr. Watson moved that said Notice of Sale as so published be ratified, approved and confirmed by this Board. Mr. Hollingsworth seconded the motion and it was unanimously carried.

The Secretary then stated that the following bids were received for the purchase of \$4,000,000 Illinois State Normal University Student Residence Hall Revenue Bonds, Series of 1961:

<u>Bidder</u>	<u>Coupon Rates</u>	<u>Premium</u>	<u>Interest Cost</u>	
			<u>Amount</u>	<u>%</u>
John Nuveen & Co., & Assoc. Chicago, Illinois	Bonds due 1963-1974	5%	\$4,174,088	4.0099
	Bonds due 1975-1985	4- $\frac{1}{2}$ %		
	Bonds due 1986-1998	4.10%		
	Bonds due 1999-2000	3%		
Blythe & Co., Inc. Chicago 3, Ill.	Bonds due 1963-1970	5%	\$4,155,023.81	3.991638
	Bonds due 1971-1972	4- $\frac{1}{2}$ %		
	Bonds due 1973-1999	4%		
	Bonds due 2000	3- $\frac{1}{2}$ %		
Kidder, Peabody & Co., Chicago	Bonds due 1963-1972	5%	\$4,100,673.41	3.93941
	Bonds due 1973-1974	4- $\frac{1}{2}$ %		
	Bonds due 1975-1976	4.20%		
	Bonds due 1977-1986	4%		
	Bonds due 1987-1994	3.90%		
	Bonds due 1995-1999	4%		
	Bonds due 2000	3%		
McCormick & Co., Chicago 4, Ill.	Bonds due 1963-1972	5%	\$4,148,955.29	3.9858
	Bonds due 1973	4%		
	Bonds due 1974-1979	3-3/4%		
	Bonds due 1980-1991	3.90%		
	Bonds due 1992-2000	4%		
White, Weld & Co., Chicago 3, Ill.	Bonds due 1963-1973	5%	\$4,098,716.78	3.9375
	Bonds due 1974-1978	4- $\frac{1}{2}$ %		
	Bonds due 1979-1983	3.80%		
	Bonds due 1984-1990	3.90%		
	Bonds due 1991-1995	4%		
	Bonds due 1996-2000	4.10%*		

* These bonds bear interest through 10/1/95, no coupons thereafter.

White, Weld & Co., Chicago 3, Ill.	Bonds due 1963-1973	5%	\$245.67	\$4,140,219.43	3.9774
	Bonds due 1974-1976	4- $\frac{1}{2}$ %			
	Bonds due 1977	4- $\frac{1}{2}$ %			
	Bonds due 1978-1998	4%			
	Bonds due 1999	3- $\frac{1}{2}$ %			
	Bonds due 2000	3-3/8%			

Mr. Watson moved that all bids be rejected except the lower bid of White, Weld & Co., & Associates, of Chicago, Illinois, and the deposit checks be returned to the respective bidders; and that the Board accept the lower bid of White, Weld & Co. Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Absent	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

The Secretary presented a Resolution entitled:

RESOLUTION creating an issue of \$4,000,000 Student Residence Hall Revenue Bonds, Series of 1961, of The Teachers College Board of the State of Illinois, for Illinois State Normal University, at Normal, Illinois, describing all the details of said bonds and providing for the security and payment thereof.

Mr. Hollingsworth moved the adoption of the Resolution presented by the Secretary. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Absent	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Mr. Watson	

The motion was unanimously carried.

The Chairman declared the motion carried and the Resolution adopted and approved in open meeting and directed the Secretary to record the same in the minutes of this meeting, marked "Exhibit B."

RESOLUTION creating an issue of \$4,000,000 Student Residence Hall Revenue Bonds, Series of 1961, of The Teachers College Board of the State of Illinois, for Illinois State Normal University, at Normal, Illinois, describing all the details of said bonds and providing for the security and payment thereof.

WHEREAS, The Teachers College Board of the State of Illinois, for Illinois State Normal University, at Normal, Illinois, upon consideration and investigation, does now find and determine that it is advisable and necessary for the good and benefit of said University and its student body that there be constructed the following building improvements on the campus of said University at Normal, Illinois:

- (i) 2 ten-story residence halls, each with a capacity of 408 students; and
- (ii) the remodeling of the existing ten-story residence halls and dining hall constructed from the proceeds of the authorized issue of \$3,600,000 Student Residence Hall Revenue Bonds, Series of 1959, under that certain Resolution authorizing said bonds, adopted March 23, 1959, designated "Hamilton Hall", "Whitten Hall" and "Feeney Center";

and the installation of all necessary moveable equipment and furnishings and appurtenant facilities for said building improvements, as aforesaid; and

WHEREAS, said Teachers College Board has heretofore approved plans and specifications for the construction of said building improvements of said University which now remain on file in the office of the Secretary thereof and estimates the cost thereof, including the cost of all necessary moveable equipment and furnishings and appurtenant facilities therefor, and all necessary costs and expenses incurred in connection therewith, to be the sum of \$4,000,000; and

WHEREAS, under the provisions of Section 59a through 59e of Chapter 127 of the Illinois Revised Statutes, 1959, and all other laws thereunto enabling, The Teachers College Board is authorized to issue revenue bonds for and on behalf of Illinois State Normal University at Normal, Illinois, for the purpose of paying the cost of the construction of said building improvements and to pledge the revenues derived from the use of said buildings so constructed and remodeled:

NOW, THEREFORE, Be It and It Is Hereby Resolved by The Teachers College Board of the State of Illinois for Illinois State Normal University at Normal, Illinois, as follows:

Section 1. That there shall be constructed the building improvements, including the installation of all necessary moveable equipment and furnishings and appurtenant facilities therefor, as more fully described in the preambles hereto, in and for said Illinois State Normal University on the campus of said University, at Normal, Illinois, all in accordance with plans and specifications therefor heretofore approved by The Teachers College Board for said Illinois State Normal University and now on file in the office of the Secretary of this Board.

Section 2. That for the purpose of providing funds to pay the cost of constructing said building improvements, including the installation of all necessary moveable equipment and furnishings and appurtenant facilities therefor, as hereinabove described, there shall be and there is hereby authorized and directed to be issued the negotiable coupon revenue bonds for said University, to be designated "Student Residence Hall Revenue Bonds, Series of 1961", in the principal amount of \$4,000,000. Said bonds shall bear date of March 1, 1961, shall be numbered from 1 through 4000, and shall be of the denomination of \$1,000 each. Said bonds shall mature on October 1 of each of the years and in principal amounts as follows:

\$40,000	1963	\$ 90,000	1980	\$145,000	1991
45,000	1964 and 1965	95,000	1981 and 1982	150,000	1992
50,000	1966 and 1967	100,000	1983	155,000	1993
55,000	1968 through 1970	105,000	1984	160,000	1994
60,000	1971	110,000	1985	170,000	1995
65,000	1972 and 1973	115,000	1986	175,000	1996
70,000	1974 and 1975	120,000	1987	185,000	1997
75,000	1976	125,000	1988	190,000	1998
80,000	1977 and 1978	130,000	1989	200,000	1999
85,000	1979	135,000	1990	205,000	2000

provided, however, that bonds numbered from 396 through 4000 shall be redeemable as a whole, or in part in the inverse order in which they are numbered, prior to their maturity on April 1, 1971, or on any interest payment date thereafter, at the option of The Teachers College Board, upon payment of the principal amount thereof, unpaid accrued interest to the designated date of redemption, and a premium for each bond redeemed in accordance with the following schedule:

- 3% if redeemed on April 1, 1971 through October 1, 1975;
- 2½% if redeemed on April 1, 1976 through October 1, 1980;
- 2% if redeemed on April 1, 1981 through October 1, 1985;
- 1½% if redeemed on April 1, 1986 through October 1, 1990;
- 1% if redeemed on April 1, 1991 through October 1, 1995; and thereafter at par.

Notice of redemption of any or all of said bonds shall be given by publication at least once not less than thirty days prior to the date of redemption in one financial newspaper published and of general circulation in the City of Chicago, Illinois, and such notice of redemption shall with substantial accuracy designate the date and place of redemption (to be the paying agent for said bonds), the numbers and amount of the bonds to be redeemed, and state that on the designated date of redemption said bonds will be redeemed by payment of principal thereof and unpaid accrued interest thereon to date of redemption, plus the applicable redemption premium, and that from and after the designated redemption date interest in respect of all bonds so called for redemption shall cease.

The bonds numbered from 1 through 3045 maturing October 1 in each of the following years shall bear interest from the date thereof until paid in accordance with the following schedule:

<u>Bonds Numbered</u>	<u>Maturity Dates</u>	<u>Rates of Interest</u>
1 through 585	1963 through 1973	5%
586 through 960	1974 through 1978	4 1/4%
961 through 1425	1979 through 1983	3.80%
1426 through 2265	1984 through 1990	3.90%
2266 through 3045	1991 through 1995	4%

and the bonds numbered from 3046 through 4000 maturing October 1 in each of the following years shall bear interest from the date thereof only through October 1, 1995 in accordance with the following schedule:

<u>Bonds Numbered</u>	<u>Maturity Dates</u>	<u>Rate of Interest</u>
3046 through 4000	1996 through 2000	4.10%

Interest at the several rates hereinabove specified shall be evidenced by coupons attached to said bonds and said interest at the several rates specified shall be payable in accordance with the foregoing schedule on the first days of April and October, commencing October 1, 1961.

That such bonds and coupons shall be payable to bearer, provided, however, that such bonds may be subject to registration as to principal at any time prior to maturity in the name of the holder thereof on the books of the Secretary of The Teachers College Board in the City of Springfield, Illinois, such registration to be noted on the reverse side of the bonds by the said Secretary and thereafter the principal of such bonds shall be payable only to the registered holder, his legal representatives or assigns. Such registered bond shall be transferred to another registered holder or back to bearer only upon presentation to the Secretary of The Teachers College Board with a legal assignment duly acknowledged or approved. Registration of any such bonds shall not affect the negotiability of the coupons thereto attached, but such coupons shall be transferable by delivery merely.

Section 3. Both principal of and interest on such bonds shall be payable in lawful money of the United States of America at Continental Illinois National Bank and Trust Company of Chicago, Chicago, Illinois, and said bonds shall be executed for and on behalf of Illinois State Normal University at Normal, Illinois, by the Chairman of The Teachers College Board and attested by the Secretary thereof under the seal of said Board, and shall be countersigned by the Treasurer of the State of Illinois, and before delivery shall be registered by the Auditor of Public Accounts in a registry record kept in his office for that purpose. The interest coupons attached to said bonds shall bear the facsimile signatures of the officials who execute said bonds, who, by the execution of said bonds, shall adopt as and for their own proper signatures their respective facsimile signatures appearing on said coupons.

Section 4. That said bonds and coupons shall be in substantially the following form with appropriate omissions and insertions to give effect to differences in number, rate of interest, maturity and provision for prior redemption:

(Form of Bond)

UNITED STATES OF AMERICA

STATE OF ILLINOIS

THE TEACHERS COLLEGE BOARD OF THE STATE OF ILLINOIS FOR
ILLINOIS STATE NORMAL UNIVERSITY AT NORMAL, ILLINOIS

STUDENT RESIDENCE HALL REVENUE BOND, SERIES OF 1961

Number

\$1,000

The Teachers College Board of the State of Illinois for Illinois State Normal University at Normal, Illinois, created and established under the laws of the State of Illinois, hereby acknowledges itself to owe and for value received promises to pay to bearer, or to the registered holder hereof if this bond be registered as to principal only as hereinafter provided, but only out of the revenues pledged for that purpose as hereinafter provided for, and not otherwise, the sum of One Thousand Dollars (\$1,000) on October 1, 19 (unless this bond is subject to redemption prior to its maturity and has been called for prior redemption and funds are available for the payment thereof as herein provided) and to pay interest on said sum from the date hereof at the rate of
per cent (%) per annum, payable semiannually on

(For bonds numbered from 1 through 3045 the following language shall next appear:

"the first days of April and October in each year until the principal hereof shall be paid. Interest accruing on this bond on and prior to the maturity date hereof shall be payable upon presentation and surrender of the interest coupons hereto attached as they severally become due, but no interest shall accrue on this bond after the maturity hereof unless this bond be presented for payment at maturity and be not then paid.")

(For bonds numbered from 3046 through 4000 the following language shall next appear:

"the first days of April and October in each year only until October 1, 1995. Interest accruing on this bond on and prior to October 1, 1995 shall be payable upon presentation and surrender of the interest coupons hereto attached as they severally become due, but no interest shall accrue on this bond after October 1, 1995.")

Both principal hereof and interest hereon are hereby made payable in lawful money of the United States of America at Continental Illinois National Bank and Trust Company of Chicago, Chicago, Illinois.

This bond is one of an authorized issue of \$4,000,000, of which bonds numbered from 396 through 4000 are subject to redemption prior to maturity at the option of The Teachers College Board as a whole, or in part in the inverse order in which they are numbered, on any interest payment date on or after April 1, 1971, upon payment of the principal amount thereof, unpaid accrued interest to the designated date of redemption, and a premium for each bond redeemed in accordance with the following schedule:

3%	if redeemed on April 1, 1971 through October 1, 1975;
2 1/2%	if redeemed on April 1, 1976 through October 1, 1980;
2%	if redeemed on April 1, 1981 through October 1, 1985;
1 1/2%	if redeemed on April 1, 1986 through October 1, 1990;
1%	if redeemed on April 1, 1991 through October 1, 1995; and thereafter at par.

Notice of redemption of any or all of said bonds shall be published at least once not less than thirty days prior to the date of redemption in one financial newspaper published and of general circulation in the City of Chicago, Illinois, stating the date and place of redemption (to be the paying agent for said bonds), the numbers and amount of bonds to be redeemed and the redemption price to be paid for each bond; and when this bond shall have been called for prior redemption interest thereon shall cease from and after the specified redemption date.

This bond and the series of which it is a part are all of like date, tenor and effect (except as to number, rates of interest and the time within which said interest is payable, maturity, and provision for redemption prior to maturity) authorized by The Teachers College Board for Illinois State Normal University at Normal, Illinois, to pay the cost of the construction and equipment of two new student residence halls on the campus of said University and the cost of remodeling two existing student residence halls and dining hall located on said campus known as Hamilton Hall, Whitten Hall and Feeney Center, as more fully described in, and under and pursuant to the provisions of, a Resolution adopted by The Teachers

College Board on the day of , 1961, and of Sections 59a through 59e of Chapter 127, Illinois Revised Statutes, 1959, and all other laws thereunto enabling.

This bond, and the issue of which it is one, is payable as to both principal and interest solely from and secured by a pledge of and a first lien on the net revenues derived from the operation of said new student residence halls to be constructed and equipped from the proceeds of the issue of which this bond is one; and is additionally secured by a pledge of and lien on the available net revenues remaining from the operation of said existing residence halls and dining hall designated Hamilton Hall, Whitten Hall and Feeney Center, junior and subordinate in all respects to the lien on and pledge of the revenues derived from the operation of said two residence halls and dining hall securing the outstanding Student Residence Hall Revenue Bonds, Series of 1959, issued for the construction and equipment of said two residence halls and dining hall, and subject to all of the terms, provisions, conditions and limitations contained in said Resolution adopted , 1961 authorizing the issue of bonds of which this bond is one.

This bond does not constitute an obligation of the State of Illinois within the meaning or application of any Constitutional or statutory limitation or provision, and the holder hereof shall never have the right to demand payment of this bond or interest hereon out of any funds other than the income and revenues pledged for payment thereof.

It is hereby certified and recited that in issuing this bond and the series of which it is a part, The Teachers College Board has covenanted and agreed to operate, use and maintain continuously said new student residence halls and said existing student residence halls and dining hall, acquired, constructed and remodeled with the proceeds derived from the sale of said bonds at all times when said University is in session in an efficient and economical manner; to charge and collect for the use and occupancy thereof rents, fees and charges fully sufficient to pay when due the principal of and interest on this bond and the series of which it is one, and to maintain the Bond Reserve Account and the Depreciation Account created by the Resolution authorizing this bond, and to pay all operating and other expenses incident to the maintenance thereof; and to adopt appropriate rules and regulations, having due regard for the covenants made with respect to the aforementioned other outstanding bonds of said University, to require and enforce residence in said new student residence halls, and use of its facilities, so as to assure as nearly as possible one hundred per cent (100%) occupancy and use thereof.

This bond may be registered as to principal in the name of the holder on the books of the Secretary of The Teachers College Board, in the City of Springfield, Illinois, such registration to be evidenced by notation of said Secretary on the back hereof, after which no transfer hereof shall be valid unless made on said books and similarly noted hereon, but it may be discharged from such registration by being transferred to bearer, after which it shall be transferred by delivery, but it may be again registered as before. The registration of this bond shall not restrict the negotiability of the coupons by delivery merely.

It is hereby certified and recited and declared that all acts, conditions and things required to exist, to happen and to be performed, precedent to and in the issuance of this bond, have existed, have happened and have been performed in due form, time and manner as required by law, and that the amount of this bond, together with all other bonds of the issue of which this is one, does not exceed any limit prescribed by the Constitution or the Statutes of the State of Illinois.

IN WITNESS WHEREOF, The Teachers College Board of the State of Illinois for Illinois State Normal University at Normal, Illinois, has caused this bond to be signed by the Chairman of The Teachers College Board, attested by the Secretary of said Board under the seal of said Board, and countersigned by the Treasurer of the State of Illinois, and has caused the interest coupons hereto attached to be executed by the facsimile signatures of said officials, which said officials by the execution of this bond do adopt as and for their own proper signatures their respective facsimile signatures appearing on said coupons, and this bond to be dated as of the first day of March, 1961.

THE TEACHERS COLLEGE BOARD OF THE
STATE OF ILLINOIS FOR ILLINOIS STATE
NORMAL UNIVERSITY AT NORMAL,
ILLINOIS

By _____
Chairman

Attest:

Secretary

Countersigned:

Treasurer, State of Illinois

(Form of Interest Coupon)

Number _____ \$

On the first day of _____, 19 _____ *(unless the bond to which this coupon is attached has theretofore been called for prior payment and payment made or provided for) The Teachers College Board of the State of Illinois for Illinois State Normal University at Normal, Illinois, will pay to bearer solely out of the funds specified in the bond to which this coupon is attached, the sum of _____ Dollars (\$) in lawful money of the United States of America at

for interest due that day on its Student Residence Hall Revenue Bond, Series of 1961, dated March 1, 1961, numbered _____

THE TEACHERS COLLEGE BOARD OF THE
STATE OF ILLINOIS FOR ILLINOIS STATE
NORMAL UNIVERSITY AT NORMAL,
ILLINOIS

By _____
Chairman

Attest:

Secretary

Countersigned:

Treasurer, State of Illinois

*(The clause within the parentheses shall be inserted in all coupons attached to bonds numbered 396 through 4000 inclusive, maturing after the callable dates of the bonds to which they are attached.)

(Form of Registration)

<u>Date of</u> <u>Registration</u>	<u>In Whose Name</u> <u>Registered</u>	<u>Signature of Registrar</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Section 5. That for the purpose of this Resolution the following words, terms and phrases shall have the following meanings:

(A) The Teachers College Board of the State of Illinois is herein designated the "Board" or "The Teachers College Board".

(B) Illinois State Normal University at Normal, Illinois, is herein referred to as the "University".

(C) The two new student residence halls, each with a capacity of 408 students, completely equipped and furnished, to be constructed upon a part of the campus of said University from the proceeds of the bonds herein authorized, together with all improvements and repairs thereto, or replacements thereof, hereafter constructed or acquired, and all other facilities related thereto, are hereby collectively referred to as the "Project".

(D) The term "cost of construction of the Project" means the cost of the construction work at the site of the Project; the cost of architectural, engineering, legal, administrative, fiscal and other services rendered or performed in connection with the construction of the Project; the cost of land acquisition, including easements and rights-in-land necessary for the construction of the Project; interest on the bonds herein authorized during construction of the Project; the cost of moveable equipment and furnishings for the Project; and miscellaneous expenses necessary to the construction of the Project such as travel, inspection and auditing.

(E) The phrase "gross revenues" used in connection with the Project shall mean all rentals, charges, income, revenue and receipts to be received from the continued use and operation of the Project.

(F) The phrase "net revenues" or "net revenue" used in connection with the Project shall mean that portion of the gross revenues received from the continued use and operation of the Project remaining after providing sufficient funds for the reasonable and necessary cost of currently maintaining, operating, repairing and insuring the Project.

(G) The two existing residence halls and dining hall, located on a part of the campus of said University and known and designated as Hamilton Hall, Whitten Hall and Feeney Center, and now owned, operated and maintained by said Board, together with all improvements, repairs and extensions thereto, or replacements thereof, hereafter constructed or acquired, are hereby collectively referred to as the "Existing System".

(H) The phrase "Series of 1959 Bonds" shall mean the authorized issue of \$3,600,000 Student Residence Hall Revenue Bonds, Series of 1959, of The Teachers College Board of the State of Illinois for Illinois State Normal University at Normal, Illinois, authorized under Resolution adopted by said Board on March 23, 1959, as the same shall be from time to time outstanding.

(I) The phrase "available net revenues of the Existing System" shall mean and include the aggregate of all the revenues derived from the operation or ownership of the Existing System remaining **after**, and subject and subordinate to,

(i) the payment of the reasonable and necessary expenses of currently maintaining, operating, repairing and insuring the Existing System; and

(ii) the payment of the principal of and the interest on the bonds from time to time outstanding of the authorized issue of said Series of 1959 Bonds, when due, and the payment of all sums to the Accounts created to secure the payment thereof under the terms of the Resolution authorizing said Series of 1959 Bonds adopted March 23, 1959,

and that are available under Section 9(F) of said Resolution adopted March 23, 1959, for the payment of the principal of and interest on the bonds authorized hereunder; provided, that the revenues derived from the operation or ownership of the Existing System shall be used to meet the requirements of the Series of 1959 Bonds, as described in said Resolution adopted March 23, 1959, only to the extent that other revenues pledged to meet said requirements of said Series of 1959 Bonds are insufficient therefor.

After all of said Series of 1959 Bonds and the interest thereon shall have been paid in full, all of the revenues derived from the operation or ownership of Hamilton Hall, Whitten Hall and Feeney Center, shall, in the aggregate, be deemed and considered and shall be used and held for use as the gross revenues of the Project within the meaning and provisions of this Resolution.

(J) The term "fiscal year" shall mean the period commencing July 1 and ending June 30 of each succeeding calendar year.

(K) The word "bond" shall mean each of the \$4,000,000 aggregate amount of bonds authorized under the terms of this Resolution.

(L) The word "Treasurer" shall mean and include the Treasurer of the State of Illinois.

Section 6. Each of the \$4,000,000 principal amount of bonds authorized hereunder is payable from and secured by a first lien on and pledge of the net revenues of the Project and is additionally secured by a lien on and pledge of the available net revenues of the Existing System, subject to the provisions of this Resolution, and said liens and said pledges are hereby irrevocably created and made for the protection of the holders of the bonds herein authorized; provided, that nothing contained in this Resolution shall be so construed as to impair any of the ~~contract~~ rights vested in the holders of said outstanding Series of 1959 Bonds, as aforesaid, and if any provision or provisions of this Resolution shall ever be so construed by a court of competent jurisdiction, then such provision or provisions shall become ineffective to the extent of any such conflict and until such outstanding Series of 1959 Bonds shall have been paid and cancelled.

None of the \$4,000,000 aggregate principal amount of bonds herein authorized shall be entitled to priority of one over the other in the application of the net revenues of the Project, or in the application of the available net revenues of the Existing System, regardless of the fact that some of said bonds may be delivered prior to the delivery of other bonds of said issue and regardless of the fact of differences in the date of maturity of said bonds or the date and terms and conditions of the prior redemption and payment thereof, or for any reason whatsoever, but all of the bonds of said total authorized issue of \$4,000,000 principal amount are co-equal as to lien and share ratably without any preference, priority, or distinction as to the source or method of payment and security therefor.

Section 7. That so long as any of the said bonds herein authorized are outstanding, the Project and the Existing System shall be operated and maintained on a fiscal year basis commencing on July 1 and ending on June 30 of each succeeding year; provided, that the first fiscal year of the Project shall commence as soon as any portion of the Project becomes revenue producing.

For the purpose of accounting for the gross revenues to be derived from the operation of the Project and for the available net revenues of the Existing System, there are hereby established the following Accounts, and all moneys and investments therein shall be used and held for use in accordance with the following provisions:

(A) Revenue Fund

Upon the initial issue of any bonds authorized hereunder, the gross revenue derived from the operation or ownership of the Project and the available net revenues of the Existing System, shall within three (3) days after receipt thereof be paid to the Treasurer of the State of Illinois and shall be set aside by said official in a special fund hereby created and to be known as "The Teachers College Board Revenue Fund of 1961 for Illinois State Normal University at Normal, Illinois" (hereinafter referred to as the "Revenue Fund") and shall be expended and used by said Treasurer only in the manner and in the order as specified in Subparagraphs (B), (C), (D), (E) and (F) of this Section 7.

(B) Operation and Maintenance Account

On the first day of each calendar month said Treasurer shall transfer on his books from the Revenue Fund to a separate and special Account hereby created and designated the "Operation and Maintenance Account, Illinois State Normal University at Normal, Illinois, Student Residence Hall Revenue Bonds, Series of 1961" (hereinafter referred to as the "Operation and Maintenance Account") such a sum of money as may be directed by order of said Board sufficient to pay the reasonable cost of maintaining, operating and repairing the Project for said calendar month, including adequate provision for insurance and any fees due the paying agent on the bonds herein authorized, and the money so transferred shall be used for such purposes and no other.

If in any month for any reason there shall not be available for transfer from the Revenue Fund to the Operation and Maintenance Account an amount equal to the amount required for the payment of the expenses hereinabove referred to, then an amount equal to any such deficiency shall be added to the amount otherwise required to be transferred from the Revenue Fund to said Operation and Maintenance Account in the next succeeding calendar month or months.

Until the payment of all of the Series of 1959 Bonds and interest thereon, all of the available net revenues of the Existing System shall be deposited by said Treasurer into said Revenue Fund and shall be used and held for use as net revenues of the Project as in this Resolution provided.

After said Series of 1959 Bonds and interest thereon have each been fully paid and cancelled in accordance with their terms, all of the revenues derived from the operation or ownership of the Existing System shall be deposited by said Treasurer into said Revenue Fund and the expenses of maintaining, operating, repairing and insuring said Existing System shall thereafter be paid from said Operation and Maintenance Account, and all rentals, charges, income, revenue and receipts thereafter remaining shall be used and held for use in the same manner as the net revenue derived from the operation or ownership of the Project as in this Resolution provided.

(C) Bond Account

On the first day of each month, after making the transfer provided in Subparagraph (B) above, the Treasurer of the State of Illinois shall then transfer on his books from the revenues remaining in the Revenue Fund to a special Account hereby created and designated "Bond Account, Illinois State Normal University at Normal, Illinois, Student Residence Hall Revenue Bonds, Series of 1961" (hereinafter referred to as the "Bond Account") a sum of money equal to one-sixth (1/6) of the interest then next due, and commencing October 1, 1962, one-twelfth (1/12) of the principal then next due on the outstanding bonds, and said Treasurer shall remit on or before the first day of April and the first day of October, in each year, to the place of payment designated in said bonds and the interest coupons appertaining thereto, the amount of principal and interest due on said dates, respectively. Said Treasurer shall make no further remittances to the paying agent for said bonds after there shall have been so remitted such amount to pay all of the bonds then outstanding and all of the interest thereon to maturity or to the date upon which such outstanding bonds may then have been called for prior redemption in their entirety.

All moneys credited to said Bond Account shall be and they are hereby irrevocably pledged to and shall be used solely for the payment of the interest on said bonds and for the payment, redemption and retirement of the principal of said bonds as in this Resolution provided, and when there shall be in said Bond Account moneys sufficient to pay the principal of and interest to maturity or redemption date on all bonds then remaining outstanding, said money in said Bond Account shall be used for such purpose, and no additional transfers need to be made thereto unless necessary to replace any moneys lost or otherwise dissipated. Said Treasurer shall, without further specific instructions from said Board, apply all money deposited in said Bond Account to the payment of the principal of and interest falling due on said bonds as such principal and interest becomes due, and it shall be the duty of said Treasurer to make such credit arrangements with the paying agent of said bonds as may be necessary to assure the prompt payment of said bonds and interest coupons.

(D) Bond Reserve Account

On or before the first day of April and the first day of October in each fiscal year, commencing April 1, 1963, after making the transfers and deposits provided for in Subparagraphs (B) and (C) hereof, and subject to all provisions therein specified for maintaining said Accounts, said Treasurer shall transfer on his books from the revenues remaining in said Revenue Fund to a separate and special Account hereby created and designated as the "Bond Reserve Account, Illinois State Normal University at Normal, Illinois, Student Residence Hall Revenue Bonds, Series of 1961" (hereinafter referred to as the "Bond Reserve Account") the sum of \$10,000 until such time as there has been accumulated in said Bond Reserve Account the sum of \$200,000, at which figure the said Bond Reserve Account shall thereafter be maintained, and such semiannual payments shall be resumed, if necessary, to replace any moneys transferred therefrom as hereinafter provided.

Moneys in said Bond Reserve Account shall be used by said Treasurer from time to time in the payment of the interest on or principal of the bonds hereby authorized whenever there exists a deficiency in the amount of money on hand in the Bond Account necessary to pay maturing principal and interest after application of all funds available for that purpose under any provisions of this Resolution. Funds accumulated in said Bond Reserve Account may be invested and reinvested by the Treasurer of the State of Illinois without further authority from said Board in direct obligations of the United States of America or securities fully guaranteed by the United States of America, having a maturity not exceeding ten (10) years from the date of each said investment; provided, if it becomes necessary to use any money held in said Bond Reserve Account for the purpose herein specified said Treasurer shall, without further instructions from said Board, liquidate at prevailing market prices an amount of such investments to meet the interest and principal payments then due. All moneys and investments in said Bond Reserve Account shall be and they are hereby irrevocably pledged to and shall be used solely for the payment of the interest on said bonds and for the payment, redemption and retirement of the principal of said bonds as in this Resolution provided.

When there shall be in said Bond Account and in said Bond Reserve Account moneys sufficient to pay the principal of and interest to maturity or redemption date on all bonds then remaining outstanding, said money in said Accounts shall be used for such purpose, and no additional payments need to be made into said Bond Reserve Account unless necessary to replace any moneys transferred, lost or otherwise dissipated.

(E) Depreciation Account

On or before the first day of April and the first day of October in each fiscal year beginning April 1, 1963, after making the transfers and deposits provided in Subparagraphs (B), (C) and (D) hereinabove described, and so long as said Accounts contain funds sufficient to meet the requirements therefor, the Treasurer shall credit on his books from the revenues in said Revenue Fund to a separate and special Account hereby created to be designated "Depreciation Account, Illinois State Normal University at Normal, Illinois, Student Residence Hall Revenue Bonds, Series of 1961" (hereinafter referred to as the "Depreciation Account") the sum of \$10,000 until there shall have been accumulated in said Depreciation Account the sum of \$200,000, at which figure the Depreciation Account shall thereafter be maintained and such semiannual payments shall be resumed, if necessary, to replace any moneys transferred therefrom as hereinafter provided. The funds in said Depreciation Account shall be used solely and only for the purpose of paying the cost of any extraordinary repairs, upkeep and replacements in, on or about the Project; provided, that in the event the funds in the Bond Account and the Bond Reserve Account should be reduced at any time below the respective amounts required to be on deposit therein, then the funds so credited to said Depreciation Account shall be transferred by said Treasurer, without further authority or direction from this Board, to said Bond Account and to said Bond Reserve Account to the extent required to eliminate any deficiency in said Accounts, and all moneys so transferred shall thereafter be replaced by a resumption of the deposits herein specified until said Depreciation Account contains the sum so specified. Funds accumulated in said

Depreciation Account may be invested and reinvested by said Treasurer in direct obligations of the United States of America or securities fully guaranteed by the United States of America, maturing not more than five (5) years from the date on which each investment is made, and said Treasurer shall, without further direction from said Board, liquidate at prevailing market prices such an amount of said investments as may be necessary to make such transfers to the Bond Account and the Bond Reserve Account, as herein specified.

(F) Surplus Revenues

At the close of each fiscal year and after all transfers and deposits hereinabove required to be made shall have been made and after any deficiencies in any such transfers and deposits which may exist from any previous fiscal year shall have been remedied, the balance of revenues in the Revenue Fund then remaining shall constitute surplus revenues and may be used by said Board for any lawful purpose, including the retirement of the bonds then outstanding, or the payment of debt service on revenue bonds hereafter issued subject to limitations contained in Section 9(F) hereof, as shall be expressed by Resolution duly adopted by said Board and filed with said Treasurer. All bonds so redeemed shall be cancelled.

(G) If in any month the net revenues of the Project and the available net revenues of the Existing System are insufficient to meet the amount of deposits required to be made into the Bond Account, the Bond Reserve Account, and the Depreciation Account, as herein specified, any such deficiency shall be made up from the first revenues thereafter received and available for such deposits under the terms of this Resolution and the deposit of any such sum or sums into said Bond Account, Bond Reserve Account and Depreciation Account as may be necessary to make up any such deficiency shall be in addition to the then current monthly or semiannual deposits herein specified to be made.

Section 8. It is hereby covenanted and agreed that said Board will require and will adopt such parietal rules and regulations as are necessary to assure maximum occupancy and use of the said Project and Existing System by students or others, notwithstanding any other housing facilities which now may be, or at any time hereafter may be, available at said University (with the exception only of the covenants and agreements made by said Board for the security of other bonds issued for housing facilities at said University and now outstanding in an aggregate principal amount of \$6,597,000), until all of the bonds herein authorized have been paid fully as to both principal and interest. It is further covenanted and agreed that the rents, fees, charges, admissions, rentals and housing expenses (including charges for utility and janitor services) chargeable to the occupants of, and students, faculty members and others using or being served by, or having the right to use or having the right to be served by, said Project and said Existing System, shall be so fixed and revised from time to time and shall be so collected that the proceeds thereof shall be sufficient at all times to provide funds sufficient (i) to meet the requirements for the payment when due of the principal of and interest on the bonds authorized hereunder; (ii) to maintain a Bond Reserve Account in the sum of \$200,000 as described in Section 7 hereof; (iii) to maintain a Depreciation Account in the sum of \$200,000 as described in Section 7 hereof; and (iv) to pay the reasonable cost of maintaining, operating, repairing and insuring the Project and Existing System.

It is further covenanted and agreed that the rates and charges imposed for the occupancy and use of facilities similar to the Project and the Existing System available for students in said University, and owned or controlled by said Board, will be not less or more favorable than the rates and charges imposed for the occupancy and use of the facilities which comprise the Project and the Existing System.

Section 9. That The Teachers College Board for Illinois State Normal University at Normal, Illinois, acting under and by authority of the aforesaid Act, hereby expressly covenants and agrees with the holders of the bonds herein authorized to be issued as follows:

(A) That said Board will keep the Project, including furnishings and equipment, in good usable condition and continuously insured against loss or damage by fire and lightning, the perils included under the extended coverage endorsement,

and steam boiler explosion if steam boilers are installed in the Project, in an amount not less than the full insurable value of said Project or the amount of outstanding bonds, whichever is less. Such insurance policy or policies shall be payable to The Teachers College Board for Illinois State Normal University at Normal, Illinois, and all moneys collected on account of loss or damage covered by any such policy or policies of insurance shall be held in trust and shall be used only for reconstruction, replacement or repairs. In the event said funds are insufficient to restore said Project to its former condition, then said funds shall be paid into the Bond Account, hereinabove described in Section 7 hereof, and held for the benefit of the bondholders as their interests may appear. Said Board agrees, further, to carry adequate insurance against the loss of use and occupancy of said Project from the perils of fire and lightning, the perils included under the extended coverage endorsement and from steam boiler explosion if steam boilers are installed therein, and from any or all risks or from any cause whatsoever, in an amount not less than \$400,000; provided, however, that said amount may be reduced by whatever funds are on hand in the Bond Reserve Account. Any sum received from any such use and occupancy insurance, after deducting necessary operation and maintenance charges under economical management during the period of such loss of use and occupancy, shall be paid into the aforesaid Bond Account. Upon the payment and retirement of the outstanding Series of 1959 Bonds, described in paragraph (H) of Section 5 hereof, said Board covenants to insure the Existing System in accordance with the provisions hereof and hold and disburse all insurance proceeds in accordance with the terms hereof. All of said insurance shall be carried in a responsible insurance company or companies authorized to do business in the State of Illinois, and the cost thereof shall be deemed to be a maintenance and operation cost.

(B) That said Board will keep proper books of records and accounts separate and apart from all other records and accounts in which complete and correct entries shall be made of all transactions relating to the cost of constructing, equipping, furnishing and remodeling the aforesaid Project and Existing System; the expenditures for maintaining, operating and repairing the Project and Existing System, and all revenues collected therefrom, which said records shall be kept and shall be available for the information of all persons interested; and that said Board will furnish to the original purchaser of said bonds and to any holder of any of said bonds, on the written request therefor, not more than thirty (30) days after the close of each calendar month, complete operating and income statements of the Project and Existing System, in reasonable detail, covering such monthly period; and that there shall also be furnished to the original purchaser of said bonds and to any holder of any of said bonds, on the written request therefor, not more than sixty (60) days after the close of each fiscal year, a complete financial statement in reasonable detail, covering such fiscal year, signed by the Secretary and certified by independent auditors, who shall be certified public accountants.

(C) That said Board agrees to maintain and preserve and keep the Project and Existing System in good repair, working order and condition so that said Project and the Existing System will at all times be available for maximum use and occupancy, and that it will at all times continuously operate and manage said Project and the Existing System in an efficient manner and at reasonable cost.

(D) That said Board, at or prior to the issue of said bonds, will have an indefeasible title in fee simple to the site of said Project; and that it will not sell, lease, mortgage, pledge, or otherwise dispose of or encumber said Project or Existing System, or the site thereof, or any part thereof, or the revenue derived and to be derived therefrom (except as otherwise permitted in Section 7(F) hereof) until all of the bonds authorized hereunder have been fully paid in accordance with their terms.

(E) That said Board will employ or make provision for the employment of some suitable person or persons to supervise the operation and maintenance of the Project and the Existing System, and such other persons as may be necessary for the proper and efficient operation, management and maintenance thereof. The cost of such services shall be included as other costs of operation and maintenance and shall be payable in like manner.

(F) That said Board agrees not to issue any additional bonds or incur any other indebtedness, payable from any revenues of the Project or the Existing System, unless the pledge of such revenues shall be made junior and subordinate in all respects to the pledge of revenues under this Resolution for payment of the bonds authorized to be issued hereunder, and for meeting the requirements for maintaining the Bond Reserve Account and the Depreciation Account as provided by Subsections (D) and (E) of Section 7 of this Resolution.

(G) That said Board agrees to faithfully and punctually perform all of the duties and obligations with reference to the Project and the Existing System, including provisions for the maximum use and occupancy thereof, as required by the provisions of this Resolution and the Statutes under which the said bonds are issued, including the construction, equipment, furnishing, and improvement thereof, and the operation and maintenance thereof as herein provided; the making and collecting of reasonable and sufficient fees and charges for the use thereof; the segregation of the income and revenues therefrom to the respective Accounts created under the provisions of this Resolution, and the proper application of said Accounts.

Section 10. Any holder of any bond or bonds issued hereunder, or of any coupons representing interest accrued thereon, may either by proper court action or in law or in equity compel The Teachers College Board to perform all duties imposed upon it under the provisions of this Resolution and under the provisions of the Statutes hereinabove referred to authorizing the issuance of the bonds as herein provided, including the making and collecting of sufficient rates and charges for the use of the Project or the Existing System, and the performance of any and all covenants made by The Teachers College Board in and by this Resolution.

Section 11. That the sale of the bonds to White, Weld & Company and Associates is hereby in all things ratified, and confirmed, and the said bonds shall be prepared and executed as soon as may be after the adoption of this Resolution and, after being registered by the Auditor of Public Accounts, shall thereupon be delivered by said Treasurer to said purchaser upon payment thereof at the agreed purchase price of \$4,000,456.70 and accrued interest in accordance with the terms of sale.

All proceeds derived at the sale and delivery of said bonds shall be deposited with the Treasurer of the State of Illinois and shall be accounted for as follows:

(i) It shall be the duty of the Treasurer of the State of Illinois to set aside in the Bond Account hereinabove created all accrued interest from the date of the bonds to the date of delivery and payment, together with the sum of \$200,000 to pay interest on said bonds during the period of construction of said Project, and such sums so set aside shall be used solely for the purpose of paying the interest due on said bonds and are hereby made available for that purpose.

(ii) It shall be the further duty of said Treasurer to deposit the remaining proceeds received as principal at the delivery and payment of said bonds (after deduction made of said sum to pay interest on said bonds during the period of construction as aforesaid) in a separate and special Account hereby designated "Building Construction Fund Account of 1961 for Illinois State Normal University" (hereinafter designated "Construction Account") and all moneys and investments held in said Construction Account shall be used or held for use solely to the payment of the cost of construction of the Project and the remodeling of the Existing System, including the installation of all necessary moveable equipment and furnishings and appurtenant facilities, as hereinabove described, and the beneficial interest to all moneys held in said Construction Account at the time of the original deposit therein and from time to time thereafter shall be in the holder or holders of said bonds; provided, however, that any surplus remaining in such Account upon completion of the construction, equipment, furnishing and remodeling of said Project and Existing System shall be transferred and credited to the Bond Reserve Account as hereinabove described in Section 7 hereof.

(iii) All moneys on hand in said Construction Account may, upon order of said Board, be invested and reinvested by said Treasurer in direct obligations of, or obligations the principal of and interest on which are fully guaranteed by, the United States of America, maturing not less than fifteen (15) days prior to the scheduled needs of said Construction Account as determined by the architect in charge of the construction of the Project and of the remodeling to the Existing System, and it shall be the continuing duty of said Treasurer, without further authorization from this Board, to sell any of such investments for said Account when necessary to meet any payment due therefrom.

Section 12. The Chairman of said Board and the Secretary thereof and the Treasurer of the State of Illinois, are each hereby authorized and directed, without further order of said Board, to execute and deliver such certificates, proceedings and agreements as may be necessary or convenient to establish the Bond Account, the Bond Reserve Account, and the Depreciation Account, herein created and described in Section 7 of this Resolution, and the Construction Account herein created, and to properly secure all proceeds thereof, and to evidence compliance with all the terms and conditions of this Resolution in the making of any withdrawals therefrom.

Section 13. That the provisions of this Resolution shall constitute a contract between The Teachers College Board for Illinois State Normal University at Normal, Illinois, and the holders of the bonds herein authorized to be issued, and each of them, and no change or amendment of this Resolution shall ever be made which will impair the interests of any holder or holders of the bonds then outstanding, and the said The Teachers College Board hereby pledges its good faith to the performance of each and every covenant hereof.

Section 14. That a certified copy of this Resolution shall be filed with the Treasurer of the State of Illinois and the Auditor of Public Accounts of the State of Illinois.

Section 15. That it is the intention hereof to confer upon The Teachers College Board of the State of Illinois the whole of the powers provided for the enabling legislation hereinabove referred to, and if any one or more sections, clauses, sentences and parts of this Resolution shall for any reason be questioned in any court of competent jurisdiction, and shall be adjudged unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remaining provisions hereof, but shall be confined to the specific section, clause, sentence and part so determined, and that all resolutions or parts thereof in conflict herewith be and the same are hereby repealed, and that this Resolution shall take effect immediately upon its adoption.

Adopted and approved this 20th day of February, 1961.

/s/ R. A. Stipes, Jr.
Chairman

Attest:

/s/ Clarence R. Ropp
Secretary

Mr. Dunbar moved the adoption of the following Resolution:

RESOLUTION accepting bids for construction of two new student residence halls and the remodeling of Hamilton Hall, Whitten Hall, and Feeney Center, existing residence halls and dining hall at Illinois State Normal University at Normal, Illinois

WHEREAS bids have been received for the construction of two new student residence halls and the remodeling of Hamilton Hall, Whitten Hall and Feeney Center, existing residence halls and dining hall at Illinois State Normal University, more

specifically described in the plans and specifications on file with the Secretary of this Board; and

WHEREAS the following bids, accompanied by certified checks, were the best bids received:

<u>Work</u>	<u>Contractor</u>	<u>Contract Price</u>
General Work	McCarthy Bros. Construction Co. St. Louis, Missouri	\$2,068,380.00
Plumbing Work	George S. Walker Plumbing & Heating, Inc. Decatur, Illinois	191,600.00
Heating & Air Conditioning	H. P. Reger & Co. Chicago, Illinois	301,130.00
Electrical Work	Hubbard Electric Co. Decatur, Illinois	261,750.00
Food Service Work	Servco Equipment Co. St. Louis, Missouri	92,369.92
Built-in Furniture	Sligh-Lowry Furniture Co. Holland, Michigan	255,478.00
Ventilating Work	Johnson Sheet Metal Works Moline, Illinois	188,206.00
Generator	Witt-Armstrong Equipment Co. Springfield, Illinois	13,465.00

NOW, THEREFORE, BE IT RESOLVED by the Teachers College Board of the State of Illinois, as follows:

Section 1. That the aforesaid bids be accepted by the Teachers College Board and contract be awarded to each bidder in accordance with the terms of his bid.

Section 2. That the Chairman and Secretary of the Teachers College Board are hereby authorized and directed to execute such contracts after receipt of proper completion bonds, forms of such completion bonds to be approved by the Chairman and Secretary of said Board.

Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Absent	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Hollingsworth moved the adoption of the following Resolution:

RESOLUTION establishing charges for the use of and for the service supplied by the new student residence halls to be constructed on the campus of Illinois State Normal University at Normal, Illinois.

WHEREAS, the Teachers College Board of the State of Illinois for Illinois State Normal University at Normal, Illinois, has by resolution adopted this date provided for the issue of \$4,000,000 Illinois State Normal University Student Residence Hall Revenue Bonds, Series of 1961, to provide funds to construct two new

student residence halls on the campus of said University, including the installation of all necessary movable equipment and furnishings and appurtenant facilities therefor; and

WHEREAS, it is now necessary to establish charges for the use of such new student residence halls to be constructed on the campus of said University.

NOW, THEREFORE, Be It Resolved by the Teachers College Board of the State of Illinois for Illinois State Normal University at Normal, Illinois, as follows:

Section 1. That there shall be and there is hereby established a charge of \$20.00 per person per week for room and board supplied by the two new student residence halls to be constructed on the campus of Illinois State Normal University at Normal, Illinois:

Said charges for the residence halls shall be payable not less than one week in advance and the Business Manager of said Illinois State Normal University at Normal, Illinois, shall collect all moneys due under the provisions hereof.

Section 2. All income, revenue and receipts derived from the operation of said new student residence halls so to be constructed as aforesaid shall be held by the Business Manager of Illinois State Normal University separate and apart from all other funds of said University, and all sums collected therefrom, without any deductions whatsoever, shall be delivered by said Business Manager to the Treasurer of the State of Illinois not more than three (3) days after receipt of same.

Section 3. Said Business Manager shall be required to post a corporate surety bond in the amount of \$250,000, which bond shall be conditioned upon his faithful performance of all duties required under this resolution and accounting for all moneys coming into his hands from the collections of the charges herein established.

Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Absent	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Ropp moved the adoption of the following Resolution:

RESOLUTION establishing parietal rules and regulations for the use of and for the service supplied by the two new student residence halls to be constructed on the campus of Illinois State Normal University at Normal, Illinois.

WHEREAS, the Teachers College Board of the State of Illinois for Illinois State Normal University at Normal, Illinois, adopted on February 20, 1961, a resolution creating an issue of \$4,000,000 Illinois State Normal University Student Residence Hall Revenue Bonds for the purpose of constructing the following buildings:

- (i) 2 ten-story residence halls, each with a capacity of 408 students; and
- (ii) the remodeling of the existing ten-story residence halls and dining hall constructed from the proceeds of the authorized issue of \$3,600,000 Student Residence Hall Revenue Bonds, Series of 1959, under that certain Resolution authorizing said bonds, adopted March 23, 1959, designated "Hamilton Hall", "Whitten Hall" and "Feeney Center";

and the installation of all necessary movable equipment and furnishings and appurtenant facilities for said building improvements, as aforesaid; and

WHEREAS, said Teachers College Board has the general power and authority to make rules and regulations for the good government and management of said University, including the use of housing facilities whose revenues are pledged for payment of bonds issued to construct the same;

NOW, THEREFORE, Be It and It Is Hereby Resolved by the Teachers College Board of the State of Illinois for Illinois State Normal University at Normal, Illinois, as follows:

Section 1. That this Teachers College Board hereby establishes and covenants to enforce, so long as any of the bonds authorized under said resolution adopted February 20, 1961, are outstanding and unpaid, the following parietal rules and regulations to assure continuous maximum occupancy and use of the facilities and services afforded by the new student residence halls:

- (A) In the event more space or facilities should become available for the housing of students than are required by such students applying for such space or facilities, the officers of said University are hereby directed to give preference and priority to the use of said new student residence halls, resulting in the occupancy and use of all the space and facilities of said new student residence halls, to the fullest extent practicable, even if such preference and priority results in the non-use of all or a part of any other similar space or facilities available at said University which may be suitable or usable for the housing of students.
- (B) In the event any surplus space or facilities should become available in the said new student residence halls, the officers of said University are hereby directed to require occupancy and use of said new student residence halls, to the fullest extent practicable, for the housing of students attending said University.
- (C) The officers of said University are hereby directed to utilize, and to cause the utilization of, said new student residence halls in such manner to yield continuously the maximum revenues of which said new student residence halls are reasonably capable.

Section 2. That this Board reserves the right to amend these rules and regulations from time to time to meet changing conditions for the housing of students at said University to fulfill the covenants made by said Board in the pledge of revenues to be derived from said new student residence halls under said resolution adopted February 20, 1961.

Section 3. That these parietal rules and regulations shall be subordinate to the parietal rules and regulations heretofore adopted in connection with the authorization of outstanding bonds issued for and on behalf of said University to provide housing and necessary appurtenant facilities for students of said University, insofar as there may be any conflict therewith.

Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Absent	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Reed moved the adoption of the following Resolution:

BE IT RESOLVED by the Teachers College Board of the State of Illinois that the Treasurer of the State of Illinois be authorized and directed to execute a corporate surety bond in the amount of \$400,000 to protect "The Teachers College Board Revenue Fund of 1961 for Illinois State Normal University, at Normal, Illinois" provided for in the resolution authorizing the issue of \$4,000,000 Student Residence Hall Revenue Bonds, Series of 1961, adopted by this Board on February 20, 1961.

BE IT FURTHER RESOLVED that payment for the initial premium of said surety bond be made from the Building Construction Fund Account of 1961 for Illinois State Normal University, and that payment for subsequent premiums of said surety bond be made from the Operation and Maintenance Account, Illinois State Normal University Student Residence Hall Revenue Bonds, Series of 1961.

Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Absent	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Ropp moved that the State Treasurer be directed to pay to Barcus, Kindred & Co., as their fiscal agency fee, from the proceeds of the sale of \$4,000,000 Illinois State Normal University Student Residence Hall Revenue Bonds, Series of 1961, dated March 1, 1961, the sum of \$35,625. Mr. Reed seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Absent	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Stipes thanked Mr. John Shields and Miss Sylvia Larson, of Barcus, Kindred & Company for their excellent service on the bond issue sale.

Mr. Hollingsworth moved the adoption of the following Resolution:

WHEREAS, this Board had heretofore made a finding that the following described property was necessary and needed for the use of Illinois State Normal University at Normal, Illinois, namely:

Lot 8 in Block 3 in the Fifth Addition to Normal, according to plat recorded in Book 56 of deeds, page 256;

also described as:

Lot 8 in the Subdivision of part of Block 3 in the Fifth Addition to Normal according to plat recorded in Book 1 of plats page 69;

also described as:

Lot 8 in Block 3 in the Survey of Blocks 2 and 3 in the Fifth Addition to Normal according to plat recorded in Book 1 of plats page 15;

and,

WHEREAS said property was in the judgment of this Board so needed to enlarge the present motor vehicle parking area adjacent thereto, and

WHEREAS this Board and one of the two owners of said property without objection of the other of the two owners, had previously caused appraisals to be made as to the value of said property and the written appraisal report to this Board and said owners showed a fair, cash market value of said property to be \$11,700.00, and

WHEREAS after said appraisal was reported one of the two owners of the above premises refused to agree to a sale of said premises to this Board for the appraisal price, and

WHEREAS a condemnation proceeding was instituted pursuant to authority of this Board and a trial was had before a jury in McLean County, Illinois, on the 17th day of January, 1961, and

WHEREAS the jury verdict returned a valuation on said property of \$22,000.00, and

WHEREAS this Board finds that said valuation of \$22,000.00 is in excess of the actual fair, cash market value of said premises for parking lot purposes, NOW THEREFORE,

BE IT RESOLVED by the Teachers College Board of the State of Illinois for Illinois State Normal University at Normal, Illinois, that it abandon the said condemnation proceeding.

Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Absent	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunn presented the following Resolution:

RESOLUTION establishing parietal rules and regulations in reference to Housing and Home Finance Agency Project No. CH-Ill-101(D).

WHEREAS, the Teachers College Board of the State of Illinois for Northern Illinois University at DeKalb, Illinois, adopted on January 16, 1961, a Resolution creating an issue of \$7,500,000 Northern Illinois University Dormitory and Student Union Revenue Bonds for the purpose of paying the cost of the construction of certain building improvements as described therein, including a new student union building to be located on the campus of said University at DeKalb, Illinois (such new student union building hereinafter designated the "Project"); and

WHEREAS, said Board has the general power and authority to make rules and regulations for the good government and management of said University, including the use of a student union building whose revenues are pledged for payment of bonds issued to construct the same.

NOW, THEREFORE, Be It and It Is Hereby Resolved by the Teachers College Board of the State of Illinois for Northern Illinois University at DeKalb, Illinois, as follows:

SECTION 1. That this Board hereby establishes and covenants to enforce, so long as any of the bonds authorized under said Resolution adopted January 16, 1961 are outstanding and unpaid, the following parietal rules and regulations to assure continuous maximum occupancy and use of the facilities and services afforded by the Project:

(a) In the event more or additional space or facilities become available or useable for a student union building than are provided by the Project, the officers of said University are hereby directed to give preference and priority to the use of said Project, resulting in the occupancy and use of all the space and facilities of said Project, to the fullest extent practicable, even if such preference and priority results in the non-use of all or a part of any other space or facilities available or useable for a student union building.

(b) In the event any surplus space or facilities should become available in the said Project, the officers of said University are hereby directed to provide for the occupancy and use thereof to the fullest extent practicable.

(c) The officers of said University are hereby directed to utilize, and to cause the utilization of, said Project in such manner to yield continuously the maximum revenues of which said Project is reasonably capable.

SECTION 2. That this Board reserves the right to amend these rules and regulations from time to time to meet changing conditions at said University to fulfill the covenants made by said Board in the pledge of revenues to be derived from said Project under said Resolution adopted January 16, 1961.

SECTION 3. That these parietal rules and regulations shall be subordinate to the parietal rules and regulations heretofore adopted in connection with the authorization of outstanding bonds issued for and on behalf of said University insofar as there may be any conflict therewith.

Mr. Dunbar moved the adoption of the foregoing Resolution as presented by Mr. Dunn. Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Absent	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Stipes asked Dr. Carey for comments on the Board meeting. Dr. Carey said he greatly appreciated the acceptance he had received from the Board and enjoyed the meeting very much. He expressed the hope that other faculty members would have the opportunity to attend Board meetings. Mr. Stipes said the Board was very happy to have had Dr. Carey present both at the Committee meetings on Sunday and the Board meeting.

There being nothing further to come before the meeting at this time, Mr. Stipes declared the meeting adjourned until the next regularly scheduled meeting at DeKalb, Illinois, on April 17, 1961.

R. A. Stipes, Jr.
Chairman

Clarence R. Ropp
Secretary

Report of
EASTERN ILLINOIS UNIVERSITY

April 17, 1961

I. STUDENTS

A. Spring Quarter, 1961, Enrollment

1. University - On Campus	<u>Men</u>	<u>Women</u>	<u>Total</u>	<u>Total One Year Ago</u>
a. Full-Time Students				
Freshmen	594	424	1018	852
Sophomores	385	238	623	550
Juniors	292	184	476	375
Seniors	207	102	309	413
Graduates	29	6	35	23
Unclassified	<u>33</u>	<u>10</u>	<u>43</u>	<u>30</u>
Total	1540	964	2504	2243
b. Part-Time Students				
Undergraduates	29	45	74	79
Graduates	<u>36</u>	<u>28</u>	<u>64</u>	<u>74</u>
Total	65	73	138	153
Total On-Campus	1605	1037	2642	2396
Full-Time Equivalent			2448	2296

2. Campus Laboratory School Enrollment

Boys - 279

Girls - 252

Total - 531

B. Second Semester, 1960-61, Enrollment
University - Off Campus

<u>Course - Town</u>	<u>Undergraduate</u>		<u>Graduate</u>		<u>Total</u>	<u>Total One Year Ago</u>
	<u>Men</u>	<u>Women</u>	<u>Men</u>	<u>Women</u>		
Art E-130, Arthur	0	33	-	-	33	
Education E-344, Effingham	5	35	-	-	35	
Education E-452, Louisville	6	19	6	7	38	
Math. E-391, Martinsville	4	9	1	2	16	
Education E-469, Mt. Carmel	6	24	5	16	51	
Education E-550, Newton	-	-	6	5	11	
Education E-470, Oakland	-	11	1	8	20	
Education E-581, Olney	-	-	8	0	8	
Education E-447, Robinson	1	21	1	0	23	
Education E-550, Sullivan	<u>-</u>	<u>-</u>	<u>4</u>	<u>6</u>	<u>10</u>	
Total Enrollments	22	152	32	44	250	161
Full-Time Equivalent					63	40

C. Scholarship Report, Spring Quarter, 1961

Teacher Education	997
Military	158
Legislative	31
Special Education	0
Illinois State Scholarship Commission	<u>31</u>
Total	1217

II. FACULTY

A. Resignations

1. Steven M. Buck, Assistant Professor of Speech, resigned effective at the close of the 1961 summer quarter.
2. Barbara Fife, Instructor and Supervisory Teacher of Art in the Laboratory School, resigned effective at the end of the spring quarter, 1961.
3. George Wasem, Assistant Director of the University Union, resigned effective August 31, 1961.
4. Jantina Noorman, Instructor and Supervisory Teacher of Music in the Laboratory School, resigned effective at the close of the spring quarter, 1961.
5. Wineva C. Davis, Instructor of Home Economics, resigned effective at the close of the spring quarter, 1961.
6. Lloyd C. Bingham, Instructor of Library, resigned effective at the end of the summer quarter, 1961, to accept a position as librarian in Township High School, Highland Park, Illinois.

B. Leaves of Absence

1. Leave without salary - 1960-1961
 - a. Patrick Barkey, Instructor of Library, change in time of leave of absence without salary from the month of June to the month of May.
 - b. Robert Wiseman, Assistant in the Audio-Visual Center, leave of absence without salary from June 9 to September 1, 1961, in order to attend graduate school.
 - c. Lawrence A. Ringenberg, Professor and Head of the Department of Mathematics, leave of absence without salary from June 25, 1961, through August 11, 1961, in order to work as a member of a School Mathematics Study Group at Yale University.
2. Sabbatical Leaves for 1961-1962

The following sabbatical leaves, with those approved by the Board previously (February 20, 1961, report), will complete our quota for the coming year:

- a. Donald Rothschild, Professor of Education, sabbatical leave at full salary for the first half of the academic year.
- b. Verne Stockman, Associate Professor of Education, sabbatical leave at full salary for the second half of the academic year.
- c. Sidney R. Steele, Professor of Chemistry, sabbatical leave at full salary for the fall and winter quarters. (We have had approval on one sabbatical leave at full salary for one quarter only for next year.)

C. New Degrees

1. Jon Hopkins, Assistant Professor of Speech, was awarded the Ph.D. degree from Pennsylvania State University in February, 1961.
2. James P. Roy, Assistant Professor of Art, was awarded the Ed.D. degree from Pennsylvania State University at the mid-term commencement.

D. Faculty Request to Take University Course

1. John Walstrom, Assistant in the Records Office, requests permission to take a graduate course during the spring quarter. This is an evening course and will not interfere with his duties.

E. New Positions

1. Dean of the Graduate School

We urgently need to appoint a Dean of the Graduate School. I feel that our graduate program, both during the year and in the summer quarter, could be greatly expanded with someone whose specific duty it was to administer and develop the program of graduate study. I would plan to make the appointment from our present staff, with the person appointed having one-fourth time duty in the fall and winter quarters, one-half time duty during the spring quarter, and three-fourths time duty during the summer quarter. The remainder of his time would continue to be devoted to his present teaching or administrative assignment. No change in salary is involved. Permission is requested to make this appointment at once.

2. Director of Financial Aids

Permission is requested to add a position in the category of "executive assistant in education and administration." The position seems necessary to handle the rapidly growing load in the Dean of Students Office with respect, particularly, to the insurance program and the National Defense Fund loans. As of March 31, 1961, the office had approved 323 loans, of which two have been paid in full and 321 are still to be collected. The total amount of the loans that have been given to date is \$149,713.67. In addition to these loans, there are many Deans' Emergency Loans and long-term University Loans of the type we have been handling for several years.

Insurance claims require considerable time to process. The number of such claims handled or in process as of April 5, 1961, was 150. The total amount of such claims is in excess of \$23,000.

While the above items would in themselves seem to constitute a sufficient work load, we contemplate centralizing student employment and scholarship information in this position. We should like to make the appointment effective July 1, with payment to be made from funds budgeted for additional administrative personnel, or to take care of increased enrollment.

F. Summer School, 1961, Staff

1. The following staff members employed during the 1960-61 academic year, will be continued at the same salary rate for employment, as indicated, during the 1961 summer quarter:

<u>NAME</u>	<u>NO. OF MOS.</u>
Anderson, Mary L.	2½
Arnold, Myrtle	2½
Aulabaugh, Alan R.	2½
Baker, Weldon N.	3 NSF
Bauer, Norman J.	2½
Bennett, Jacob	2½
Bielenberg, John	2½
Bilbruck, James D.	2-3/4 NSF
Bingham, Lloyd C.	2½
Blair, Robert L.	2½ (1/3 time)
Bouknight, Fred	¾

<u>NAME</u>	<u>NO. OF MOS.</u>
Boyd, Earl W.	2 1/2
Brooks, Elmer L.	3/4
Browne, Thomas	2 1/2
Buck, Steven	2 1/2
Cambridge, Richard	2 1/2
Carey, Robert A.	2 1/2
Cline, Ruth H.	2 1/2
Connelly, Joseph T.	2 1/2
Cox, Edward	2 1/2
Damann, Kenneth E.	2 NSF
Darling, Rex V.	1/2 (1/2 Mo. Add'l. under Reg. Con.)
Davis, David	2 1/2
Dickerson, Earl S.	2 1/2
DiPietro, Alphonso	2 3/4 NSF
Durham, Leonard	2 3/4
Edwards, Arthur U.	2 1/2
Elliott, Aline R.	2 1/2
Elmore, Walter L.	2 1/2
Erwin, Clifford	2 3/4
Fagan, Clifford	2 1/2
Ferguson, Max B.	2 3/4
Foreman, Melvin O.	2 3/4
Fowler, Ewell W.	2 3/4
Gabbard E. G.	2 1/2
Garner, Curtis R.	2 1/2
Grado, Louis	2 1/2
Green, Carl K.	2 1/2
Groves, William	2 1/2
Gurholt, Paul O.	2 1/2
Hallam, James	2 1/2
Hart, Dorothy M.	2 1/2
Hodapp, John	2 1/2
Hoffman, Arnold	2 NSF
Holley, Bertrand	2 1/2
Hopkins, Jon	2 1/2
Hunter, Jessie M.	2 1/2
Hussey, Robert	2 1/2
Imdieke, Leroy F.	2 1/2
Inci, Helen	2 1/2
Irland, Marquita	2 1/2
Jackson, Ann E.	2 1/2
Jellison, Richard	2 1/2
Johnson, June	2 1/2
Kaley, Jack	2
Kelly, Chenault	3/4
Kiang, Ying-Cheng	2 1/2
Kline, Judd	2 1/2
Kniskern, Verne B.	2 3/4 NSF
Knoop, Cary I.	2 1/2
Kohl, Ralph	1 1/4 (3/4 Mo. Add'l. under reg. con.)
Lambert, Charlotte	2 1/2
Landis, Russell	2 1/2
Larson, Harry	2 1/2
Looby, Arthur	2 1/2
Marcy, Lawson F.	2 3/4
Marks, Ica	2
Martin, Elwyn L.	2 1/2
Mather, Merrilie	2 1/2
Matzner, Gerhard C.	2 1/2
McColl, Frances W.	3/4
McConkey, Glenn	2 1/2
McDonald, Walter	2 1/4
McKenna, F. R.	2 1/2

<u>NAME</u>	<u>NO. OF MOS.</u>
Miess, Martin M.	2 1/2
Moler, Donald L.	2 1/2
O'Brien, Maynard	2 1/2
Palmer, Francis W.	2 1/2 (Returning from sab. leave)
Pence, J. Robert	2 1/2
Penn, Stuart L.	2 1/2
Peterka, Harry	2 3/4
Pettypool, Charles	2 1/2
Pinther, Harold O.	1 1/4
Plath, Raymond A.	2 1/2
Poos, Roberta L.	2 1/2
Prybylowski, Florence	2 1/2
Queary, Ruth	2 1/2
Ramsey, Vera	2 1/2
Rawls, Hugh C.	2 3/4
Reed, Jack	2 NSF
Reid, Florence	2 1/2
Riebe, Harland A.	2 1/2
Riegel, Garland	2 3/4
Robertson, James	2 1/2
Rommel, George W.	2 1/2
Rothschild, Donald	2 1/2
Roy, James P.	2 1/2
Ryle, Carolyn G.	2 1/2
Saunders, Nannilee	2 1/2
Settle, Phillip	2 1/2
Shull, Carl E.	2 3/4
Smith, P. Scott	2 3/4
Smith, Robert J.	2 NSF
Sonderman, Robert	2 3/4
Sparks, Irvin L.	2 3/4
Stackhouse, Henry	2 1/2
Steele, Sidney R.	2 3/4
Sterling, Robert W.	2 1/2
Stockman, Calvin	2 1/2
Thompson, Robert	2 1/2
Thurman, Wayne L.	2 1/2
Timblin, Robert C.	2 1/2
Unterbrink, Howard	2 1/2
VanDeventer, Lester R.	2 1/2
Waddell, Robert C.	2 3/4
Wasem, George L.	2 (1 mo. add'l. under reg. con.)
Westcott, George S.	2 1/2
White, Robert	2 1/2
Whiteside, Wesley	2 1/2
Williams, Glen	2 1/2
Wood, William G.	2 1/2
Ziegler, Lorene E.	2 1/2
(Education)	2 1/2
(Mathematics)	2 1/2
(Social Science)	2 1/2
(Music - Lab. School)	2 1/2
(Speech)	2 1/2

NSF - Indicates that these persons are teaching in one of the National Science Foundation Institutes being held on campus this summer. The school is being reimbursed for a part or all of their salary by the federal government.

2. The following new appointments have been made for summer school

- a. Lewis Crane, B.S. in Ed., as Graduate Assistant in the Audio-Visual Center at a salary of \$120.00 per month for two and one-half months.

- b. John Griffith, M.S. as Substitute Faculty Assistant in the Audio-Visual Center at a salary of \$700.00 per month for two and one-half months, substituting for Robert Wiseman, on leave. Mr. Griffith is Audio-Visual Director of the Galesburg Public Schools.
- c. Garland L. Thomas, Ph.D., University of Missouri, as Visiting Associate Professor of Physics at a salary of \$960.00 per month for two and three-fourths months. Dr. Thomas is an Associate Professor of Physics at Drury College.

III. OTHER EMPLOYEES

A. Resignations

1. Robert Kerans, Grill Cook in the Union Snack Bar, resigned effective March 21, 1961.
2. Joyce M. Kimball, Clerk Typist I in the Laboratory School, resigned effective April 5, 1961.

B. Leaves of Absence

1. Loretta Sims, Clerk Stenographer I in the Health Service, leave of absence without salary from March 6, 1961, to June 1, 1961.
2. Vennetta Wilson, Cook, leave of absence without salary beginning April 20, 1961.

C. Replacements

1. Margarette Stump, Clerk Stenographer I in the Physical Plant Office and Testing Office, at a salary of \$230.00 per month beginning February 20, 1961, replacing Paula Ashby, resigned.
2. Helen Ferrish, Secretary in the Regional Services Office, at a salary of \$400.00 per month beginning March 20, 1961, replacing Phyllis Meeks, Clerk Stenographer I, resigned.
3. Rozita Ann Hettinger, Clerk Typist I in the Business Office, at a salary of \$185.00 per month beginning April 3, 1961, replacing Maudine Curry, resigned.
4. Joan Ellison, Clerk Typist I in the Laboratory School, at a salary of \$195.00 per month beginning March 28, 1961, replacing Joyce Kimball, resigned.
5. Ronald Robinson, Grill Cook in the University Union Snack Bar, at a salary of \$235.00 per month beginning April 2, 1961, replacing Robert Kerans, resigned.

D. Temporary Appointments

1. Lynn Harrison, Temporary Clerk Stenographer I in the Health Service, at a salary of \$220.00 per month beginning March 1, 1961, replacing Loretta Sims, on leave.
2. Gail L. James, Temporary Clerk Stenographer I in the Regional Services Office, at a salary of \$240.00 per month beginning February 17, 1961.
3. Goldie James, Temporary Maid in Douglas Hall, at a salary of \$185.00 per month beginning February 17, 1961, substituting for Hazel McManigell, on sick leave.

E. New Appointments (Positions Previously Approved)

1. Martha Decker, Card Punch Operator in the IBM Room of the Records Office, at a salary of \$220.00 per month beginning April 3, 1961. (Position approved January 16, 1961.)

F. New Positions

1. Our Admissions Office is having serious difficulty keeping up with the correspondence and other routine necessary to conduct the affairs of the office in an orderly manner. I had contemplated adding a position in that office after July 1, using one of those requested "to care for increased enrollment." The situation has developed to the point where it seems necessary to add this person at the earliest possible opportunity. Therefore, I request authority to appoint someone as a Clerk Typist or Clerk Stenographer to add to the staff as early as possible. (As of April 4, we had 1156 applications for admission for fall. We did not reach that figure until June 24 in 1960.)

G. Changes in Classification and/or Salary

1. Mary Beth Gard, Assistant Food Production Manager in Lincoln-Douglas Halls, to Food Production Manager, at a salary of \$475.00 per month beginning February 1, 1961.
2. Helen P. Arnold, Cook's Helper in the Laboratory School, increase in salary to \$215.00 per month effective March 26, 1961, in accordance with union agreement.
3. Gertrude L. Sims, Cook's Helper in Lincoln-Douglas Halls, increase in salary to \$215.00 per month effective March 1, 1961, in accordance with union agreement.
4. Winifred R. Matteson, Cook's Helper in the Union Cafeteria, increase in salary to \$215.00 per month effective March 7, 1961, in accordance with union agreement.
5. Juanita M. Landrus, Cook's Helper in the Union Cafeteria, increase in salary to \$215.00 per month effective March 5, 1961, in accordance with union agreement.
6. Mary C. Kearns, Cook's Helper in Pemberton Hall, increase in salary to \$215.00 per month effective March 7, 1961, in accordance with union agreement.

VIII. STUDENT LIFE

A. Traffic Violations

The following is presented for the information of the Board.

Traffic fines were collected during the winter quarter, 1960-61, as indicated below. For comparison, total amounts collected in the fall quarter are also shown. Money is used to purchase signs for traffic and parking, to improve the lots, etc.

Amount of Fine \$	Winter Quarter		Fall Qtr.
	No. of Fines	Total Amount	Total Amount
.50	216	\$108.00	\$114.00
1.00	10	10.00	12.00
1.50	7	10.50	27.00
2.00	1	2.00	2.00
3.00	4	12.00	12.00
3.50	0	0	3.50
4.50	2	9.00	31.50
5.00	0	0	20.00
5.50	0	0	38.50
6.50	0	0	6.50
9.50	1	9.50	9.50
Total		\$161.00	\$276.50

IX. PURCHASES

A. Microscopes - Zoology Department

Advertisement was made and bids solicited on 34 Elgeet student microscopes, Model S-3, and 6 Elgeet microscopes, Model H. The following bids were received:

1. C. P. Hall & Co., Akron, Ohio	\$4,513.30
2. Champaign Jewelers, Champaign, Illinois	4,807.60
3. Schlueter Scientific Supplies, Morton Grove, Ill.	4,811.00
4. Elgeet Optical Co., Rochester, New York	4,985.48
5. Lee School Supply, Urbana, Illinois	No bid

We recommend purchase from C. P. Hall & Co., of Akron, Ohio, at the low bid of \$4,513.30, with payment to be made from Equipment funds, Educational Operations Income Fund.

B. Lockers - University Union

Bids have been received as follows on 37 coin lockers for the University Union:

1. Flxible Co., Loudonville, Ohio	\$1,805.25
2. Harvey R. Durrant, Salt Lake City, Utah	1,825.75
3. Mercury International Co., Torrance, Calif.	1,849.00
4. Fageol Motors, Inc., Seattle, Washington	1,895.70
5. Leonard R. Fisher, Cambridge, Mass.	1,899.80

We recommend purchase from the Flxible Co., of Loudonville, Ohio, at the low bid of \$1,805.25, with payment to be made from Bond Revenue Funds, Series 1956.

C. Trade-In - Pickup Truck

Permission is requested to get bids on a three-quarter ton pickup truck to be used by the grounds and janitorial staff. We want to trade in a 1948 model pickup truck and a 1951 model Chevrolet sedan on this deal.

D. Trade-in - Automobile

Permission is requested to trade in a 1960 Ford on a 1961 Chevrolet sedan, to be purchased from the lowest responsible bidder, Lindley Chevrolet Co., of Mattoon, at a net price of \$1226.00, as shown in the tabulation below.

While the Ford we want to trade in has only approximately 40,000 miles on it and would otherwise not be traded in until fall, it was involved in an accident recently and the quotation for the repairs is approximately \$300, with some possibility that the frame is sprung which would leave it in uncertain operating condition even after being repaired. We believe it wise to make the trade at the present time, within the circumstances. The quotations follow:

<u>Name of Company</u>	<u>Base Bid</u>	<u>Trade-In</u>	<u>Net Bid</u>
	\$2775.10	\$1549.10	\$1226.00
Lindley Chevrolet Co., Charleston, Illinois (Chevrolet)			
Fleisher Motor Sales, Inc. Charleston, Ill. (Plymouth)	No amount indicated		\$1285.00
F & S Motor Sales Charleston, Ill. (Ford)			No Bid

Payment will be made from Equipment Funds, Educational Operations Income Fund, if permission is granted.

X. MISCELLANEOUS

A. Transfer of Contingency Funds

We request that the central office be authorized to ask the governor for transfer of \$22,000 from contingencies, \$10,000 to equipment and \$12,000 to printing, stationery, and office supplies. Assuming we "earn" what we now expect to earn and carry over what we predicted in our budget presentation, there would be a balance unallocated in contingency of approximately \$93,188, if this allocation is approved. We expect to request certain additional transfers in other categories in May.

Quincy Doudna
President

REPORT OF
ILLINOIS STATE NORMAL UNIVERSITY

April 17, 1961

I. STUDENTS

A. Enrollment for the Second Semester, 1960-1961

1. In each column the first figure is the full-time enrollment, exclusive of all part-time students and withdrawals with refunds. The figure in parentheses is the total number of students registered.

	Men and Boys	Women and Girls	Total	Total One Year Ago
a. University				
Graduate	53 (225)	20 (144)	73 (369)	65 (313)
Senior	302 (319)	347 (419)	649 (738)	627 (688)
Junior	268 (275)	383 (426)	651 (701)	557 (594)
Sophomore	324 (329)	486 (494)	810 (823)	725 (742)
Freshman	512 (516)	970 (980)	1482(1496)	1169(1184)
Unclassified	6 (28)	3 (34)	9 (62)	14 (36)
Special	<u>-- (11)</u>	<u>-- (5)</u>	<u>-- (16)</u>	<u>-- (23)</u>
Total College				
Students on Campus	1465(1703)	2209(2502)	3674(4205)	3157(3580)
(Equated Enrollment)			(3679)	
b. University H.S.	231	185	416	395
c. University				
Elementary School	246	224	470	461
d. Special Education				
School	<u>73</u>	<u>49</u>	<u>122</u>	<u>110</u>
Total Pupils, H.S.				
and Elementary	<u>550</u>	<u>458</u>	<u>1008</u>	<u>966</u>
Total	2015	2667	4682	4123
Extension	<u>109</u>	<u>492</u>	<u>601</u>	<u>607</u>
Grand Total	2124	3159	5283	4730

B. Enrollment for the Second Semester 1960-1961 by Division or Department and Year in School

Division or Department	Freshman	Sophomore	Junior	Senior	Total
Agriculture	35	39	15	24	113
Art	38	18	13	12	81
Biological Sciences	27	19	23	16	85
Business Education	133	75	59	55	322
Elementary Education	329	187	183	190	889
English	99	50	52	42	243
Foreign Languages	17	17	13	3	50
Geography	9	9	11	6	35
Health and Physical Education	125	81	78	80	364
Home Economics	47	30	20	35	132
Industrial Arts	34	17	23	47	121
Junior High School	17	11	8	17	53
Mathematics	109	84	60	51	304

Music	36	24	18	22	100
Physical Sciences	23	14	20	16	73
Social Sciences	99	55	43	43	240
Special Education	169	81	53	68	371
Speech	16	10	9	11	46
Undecided	<u>134</u>	<u>2</u>	<u>--</u>	<u>--</u>	<u>136</u>
Total by classes	1496	823	701	738	3758
Unclassified (undergraduate)					62
Special (undergraduate)					16
Graduate					<u>369</u>
Grand Total					4205

C. Scholarships for Second Semester, 1960-1961

	<u>1961</u>	<u>1960</u>
Teacher Education Scholarships	2339	2105
State Military Scholarships	216	175
General Assembly Scholarships	29	5
Special Education	61	--
State Scholarships (awarded by the Illinois State Scholarship Commission)	73	59

D. Attendance in Extension Courses Second Semester, 1960-1961

Enrollment in extension courses, the departmental courses offered, the centers, and the instructor, are here presented for the second semester of the 1960-1961 school year.

<u>Center</u>	<u>Course</u>	<u>Instructor</u>	<u>Enrollment</u>
Decatur	International Relations E254	Theodore Sands	23
Decatur	Topics in English: Sec.Sch.Curr. E493	Ruth Henline	38
East Peoria	Audio Visual Education E240	Clarence Kurth	29
Gibson City	World Literature E254	Merton Christensen	14
Havana	Geography of the United States E201	Paul Brand	22
Hennepin	Physical Sciences for Elementary Teachers E230	Robert Brush	24
Joliet	19th Century American Literature E430	Howard Fielding	11
Joliet	Contemporary Social Movements E466	Vernon Pohlmann	14
Kankakee	Physical Education for Elementary Schools E221	Bernice Frey	21
Kankakee	History of the United States E135	Mark Plummer	18
Lincoln	Art Materials for Elementary Schools E200	John Wesle	39
Mazon	Informational Books E216	Hazelle Anderson	27
Pekin	Philosophy of Education E203	Charles Hicklin	36
Pekin	Psychology of the Mental Deviate E411	Dean Hage	36
Peoria	Music Education in the Elementary Grades E241	Lyle Young	22
Pontiac	Arithmetic for the Elementary Grades E201	Adrian Baucom	40
Princeton	Geography of Illinois E212	James Patterson	41
Roanoke	Literature for Upper Grades E272	Taimi Ranta	27
Rossville	Driver Education E272	Charles Hartman	2
Rossville	Advanced Driver Education E273	Charles Hartman	4
Springfield	School Health E238	Paul Schuster	30
Springfield	Teaching of Science in the Elementary School E403	Loren Mentzer	11
Streator	Seminar in Curriculum Construction E512	Henry Hermanowicz	18
Watseka	Speech Re-education E212	Keith Davidson	37
Wilmington	Natural Science	J. Louis Martens	<u>17</u>
	Total Second Semester, 1960-1961		601
	Total First Semester, 1960-1961		<u>553</u>
	Total for 1960-1961 School Year		1154
	Total for 1959-1960 School Year		1216

II. FACULTY

A. Resignations

1. Mr. David H. Albaugh, Instructor in Music, effective June 10, 1961, in order to accept another position.
2. Dr. Evan K. Oyakawa, Assistant Professor of Zoology, effective June 10, 1961, in order to accept another position.
3. Miss Helen J. Riley, Instructor in Health and Physical Education, effective June 10, 1961, in order to accept another position.
4. Dr. Robert Schmidt, Assistant Professor of Biological Sciences, effective June 10, 1961, in order to accept another position.
5. Dr. Malcolm J. Skove, Assistant Professor of Physics, effective June 10, 1961, in order to accept another position.
6. Dr. David W. Ames, Associate Professor of Anthropology, effective June 10, 1961, in order to accept another position.
7. Mrs. Thelma C. Bird, Instructor and Assistant Librarian, effective June 10, 1961, in order to accept another position.
8. Dr. Robert L. Borg, Associate Professor of Music, effective June 10, 1961, for personal reasons.
9. Dr. Garry Walz, Associate Professor of Psychology, effective June 10, 1961, in order to accept another position.

B. Retirements

1. Mr. Paul K. Benjamin, Instructor in Health and Physical Education, effective August 31, 1961.
2. Mrs. Dorothy G. Brunk, Assistant Professor of History, effective August 31, 1961.
3. Dr. Marguerite Regina Connell, Professor of Foreign Languages, effective August 31, 1961.
4. Dr. Clifford E. Horton, Professor of Health and Physical Education and Head of the Department of Health and Physical Education for Men, effective August 31, 1961.
5. Miss Neva McDavitt, Assistant Professor of Geography, effective August 31, 1961.
6. Miss Ferne Melrose, Recorder, effective June 30, 1961.
7. Dr. Ray M. Stombaugh, Professor of Industrial Arts and Head of the Department of Industrial Arts, effective August 31, 1961.
8. Miss Mary D. Webb, Assistant Professor of Business Education, effective August 31, 1961.

C. Continuation of Leave

The following persons are recommended to receive continuation of leaves for the 1961-1962 school year for reasons indicated, on a non-sabbatical basis:

- a. Dr. Herbert R. Hiatt, Professor of English (Health)
- b. Miss Thelma Nelson, Assistant Professor of English (Health)
- c. Miss Margaret Westhoff, Assistant Professor of Music (Health)

D. Appointments

1. Reinstatement

- a. Mrs. Helen Keeley, as Faculty Assistant in Milner Library, effective September 1961, for the first semester of the 1961-1962 school year, at a salary rate of \$600.00 per month, \$2700 for the four and one-half months, to take the place of Miss Lucile Crosby, on leave.

2. Continuation of Present Faculty Members Who Have Been on a Temporary Appointment

- a. Dr. Edward L. Mockford, as Assistant Professor of Entomology, effective September 1961, at a salary rate of \$840.00 per month, \$7560.00 for the school year of nine months, to fill a position which has been filled by a substitute.
- b. Mr. George P. Warren, Jr., as Instructor of Physical Science, effective September 1961, at a salary rate of \$760.00 per month, \$6840.00 for the school year of nine months, to fill a new position.

3. Replacements

- a. Dr. Harold J. Born, as Associate Professor of Physics, effective September 1961, at a salary rate of \$940.00 per month, \$8460.00 for the school year of nine months, to take the place of Dr. Malcolm J. Skove, resigned. Dr. Born has his bachelor's degree from Rose Polytechnic Institute in Terre Haute, Indiana, and master's and doctor's degrees from Iowa State University. For the past five years he has been a half-time employee of the Atomic Energy Commission at Ames, Iowa, while doing graduate work at Iowa State University.
- b. Mr. Carrol B. Cox, Jr., as Assistant Professor of English, effective September 1961, at a salary rate of \$760.00 per month, \$6840.00 for the school year of nine months, to take the place of Dr. Herbert R. Hiett, on leave. Mr. Cox has bachelor's and master's degrees from the University of Michigan, and for the past two years has been on the faculty of Northern Michigan College at Marquette.
- c. Mr. Alfred Larson, as Instructor and Supervising Teacher for the Deaf in the Metcalf Elementary School, at a salary rate of \$700.00 per month, \$6300.00 for the school year of nine months, to take the place of Mrs. M. Kay Opfer, on temporary appointment. Mr. Larson has a bachelor's degree from Illinois State Normal University and expects to receive his master's degree from the University of Illinois in June 1961. For the past three years he has been a teacher in the Decatur, Illinois, public schools. This appointment is subject to the completion of the master's degree by August, 1961.
- d. Dr. Clarence Moore, as Assistant Professor of Agriculture, effective September, 1961, at a salary rate of \$740.00 per month, \$6660.00 for the school year of nine months, to take the place of Mr. John Claus, whose appointment will terminate June 10, 1961. Mr. Moore has bachelor's, master's, and doctor's degrees from the South Dakota State College, and for the past two years has been a member of the staff of the University of Hawaii Extension Service.

4. New Positions

- a. Mr. Robert L. Duncan, as Assistant Professor of English, effective September 1961, at a salary rate of \$740.00 per month, \$6660.00 for the school year of nine months. Mr. Duncan has a bachelor's degree and has completed 90 hours of credit for the Ph.D. at Indiana

University. For the past five years he has been a student at Indiana University.

- b. Mr. Eric W. Smithner, as Assistant Professor of French, effective September 1961, at a salary rate of \$880.00 per month, \$7920.00 for the school year of nine months. Mr. Smithner has a bachelor's degree from Muskingum College, New Concord, Ohio, and a master's from New York University. For the past two years he has been on the faculty of St. Mary's College, Notre Dame, Indiana.

E. Change in Assignment

1. Due to the retirement on August 31, 1961, of Miss Lottie Boundy, a non-academic employee in the Office of the Dean of the Faculty, the University administration has for some time been planning to change the status of this position at the time of her retirement. The person in this position works so much with students and faculty concerning course material and scheduling of classes that it was thought that a person who had been teaching on our faculty might fit into this position better than one who had never taught in our University.

Effective September 1, 1961, we would like to appoint Dr. Theodore Almy to this position, using the same title that Miss Boundy has had, which is Administrative Assistant to the Dean of the Faculty.

F. Summer Session Faculty, 1961

1. The faculty here listed covers the regular eight-weeks summer session, June 19 to August 11, and also the post session from August 14 to September 1.

Name	Department	Salary		
		June	July	August
Alexander, Frances M.	Social Sciences	\$600.00	\$800.00	\$200.00
Almy, Theodore B.	English	960.00	960.00	960.00
Ames, David W.	Social Sciences	630.00	840.00	210.00
Anderson, Hazelle M.	Library	570.00	760.00	190.00
Arnold, Mary S.	Education	660.00	880.00	220.00
Ashbrook, William D.	Industrial Arts	720.00	960.00	240.00
Barber, G. Bradford	Speech	720.00	960.00	240.00
Barford, George	Art	690.00	920.00	230.00
Bass, Buford H.	Physical Education	760.00	760.00	380.00
Baucom, Adrian	Mathematics	540.00	720.00	180.00
Beck, Roy A.	Speech	525.00	700.00	175.00
Beckman, Kenneth R.	Education	510.00	680.00	170.00
Beggs, Barbara Ann	Education	570.00	760.00	190.00
Bell, Claude A.	Industrial Arts	645.00	860.00	860.00
Benjamin, Paul K.	H. and P. E.	585.00	- - -	- - -
Bess, James	Art	- - -	250.00	- - -
Bewsey, Julia Joan	Library	495.00	660.00	165.00
Bey, Douglas R.	Mathematics	735.00	980.00	735.00
Bickley, Charles E.	Speech	615.00	820.00	205.00
Billingsley, Allie Ward	Foreign Languages	705.00	940.00	235.00
Bird, Ruth	Health and P.E.	675.00	- - -	- - -
Bird, Thelma C.	Library	540.00	720.00	180.00
Bishop, Ferman	English	660.00	880.00	220.00
Blankenship, E. Scott	Education	615.00	820.00	820.00
Bleidt, Patricia A.	Residence Halls	- - -	460.00	230.00
Blomgren, Roger D.	Industrial Arts	840.00	840.00	840.00
Boaz, Mary E.	Home Economics	510.00	680.00	170.00
Brand, Paul J.	Geography	690.00	920.00	690.00
Brome, Robert B.	English	660.00	880.00	220.00

Brown, Herbert	Agriculture	\$555.00	\$740.00	\$555.00
Brown, Lynn H.	Mathematics	555.00	740.00	185.00
Brown, R. Elizabeth	Education	675.00	900.00	225.00
Brown, Walter H.	Biological Science	980.00	980.00	980.00
Brubeck, James F.	Business Education	585.00	780.00	585.00
Brunk, Dorothy G.	Social Sciences	660.00	880.00	880.00
Brush, Robert J.	Physical Sciences	585.00	780.00	195.00
Buehler, Rose B.	Education	705.00	940.00	470.00
Bunney, Cecilia H.	Museum	660.00	880.00	220.00
Butler, Elsie	Education	555.00	740.00	185.00
Butt, Jack D.	Health and P.E.	720.00	- - -	- - -
Canning, George R., Jr.	English	600.00	800.00	200.00
Carlock, John R.	Biological Science	615.00	820.00	205.00
Carroll, Conrad E.	Mathematics	780.00	780.00	585.00
Casey, John P.	Education	- - -	- - -	180.00
Champagne, Roger J.	Social Sciences	570.00	570.00	570.00
Chiles, Helen	Foreign Languages	675.00	900.00	225.00
Christensen, Merton A.	English	630.00	840.00	210.00
Cogdal, Joseph T.	Health and P.E.	960.00	960.00	240.00
Cole, Ruth L.	Education	630.00	840.00	210.00
Collie, James E.	Health and P.E.	960.00	960.00	480.00
Connell, M. Regina	Foreign Languages	750.00	1000.00	250.00
Cox, Dorothy	Education	570.00	760.00	190.00
Crank, Doris H.	Business Education	600.00	800.00	200.00
Crews, Warren S.	Health and P.E.	780.00	715.00	130.00
Crosby, Lucile Z.	Library	600.00	800.00	200.00
Dalluge, DeVerne H.	Physical Sciences	765.00	1020.00	255.00
Damm, Frances L.	Education	660.00	880.00	220.00
Davidson, Keith C.	Speech	555.00	740.00	185.00
Day, Phillis G.	Residence Halls	- - -	420.00	315.00
DeWees, William I.	Education	750.00	1000.00	250.00
Dilks, Eleanor	Biological Sciences	245.00	- - -	- - -
Dillinger, Claude M.	Education	840.00	1120.00	840.00
Doolin, Paul F.	Biological Sciences	630.00	840.00	210.00
Douglass, Thomas Jay	Agriculture	660.00	880.00	220.00
Drawver, Pauline	English	600.00	800.00	200.00
Eastman, Leo E.	Education	705.00	940.00	705.00
Ebel, Alice L.	Social Sciences	470.00	940.00	- - -
Eckelmann, Dorathy	Speech	735.00	980.00	245.00
Eckert, Albert H.	Mathematics	645.00	860.00	430.00
Edwards, Isobel	Education	480.00	640.00	160.00
Edwards, Thomas F.	Physical Sciences	540.00	720.00	360.00
Eikenberry, Alice M.	Social Sciences	690.00	920.00	230.00
Ellis, Margery	Foreign Languages	690.00	920.00	230.00
Engberg, Edna	Health and P.E.	570.00	760.00	190.00
Engelsman, William H.	Music	540.00	720.00	180.00
Erbe, Gertrude	Music	540.00	720.00	180.00
Esworthy, Raymond W.	Business Education	780.00	1040.00	260.00
Evans, G. Harlowe	Physical Sciences	690.00	920.00	920.00
Falconer, George A.	Speech	615.00	820.00	205.00
Farmer, Louise	Education	660.00	880.00	220.00
Feldkamp, Germaine	Residence Halls	- - -	100.00	- - -
Fielding, Howard I.	English	810.00	1080.00	1080.00
Fischer, Raymond L.	Speech	525.00	700.00	175.00
Flagg, Elinor B.	Mathematics	690.00	920.00	230.00
Floyd, Thomas	Education	185.00	740.00	555.00
Foreman, Anne	Foreign Languages	- - -	- - -	360.00
Frey, Bernice G.	Health and P.E.	810.00	1080.00	270.00
Freyberger, Ruth M.	Art	690.00	920.00	230.00
Friedhoff, Walter	Education	660.00	880.00	220.00
Frisk, Mary	Education	540.00	720.00	180.00
Frye, Harold E.	Health and P.E.	880.00	880.00	660.00
Galaway, Beryl	Library	660.00	880.00	220.00
Garton, Malinda D.	Education	645.00	860.00	215.00

Gillett, Arley F.	Health and P.E.	\$980.00	\$980.00	\$735.00
Gilmore, Hal	Mathematics	645.00	860.00	215.00
Gimmestad, Victor E.	English	- - -	- - -	540.00
Glenright, Adeline	Speech	480.00	640.00	160.00
Gooding, R. U.	Physical Sciences	870.00	1160.00	290.00
Govich, Bruce M.	Music	480.00	640.00	160.00
Gray, Charles E., Jr.	Social Sciences	540.00	720.00	180.00
Gray, Miriam	Health and P.E.	780.00	1040.00	260.00
Gray, Nina E.	Biological Sciences	825.00	1100.00	275.00
Green, John W.	Agriculture	660.00	880.00	660.00
Greenseth, Glen E.	Physical Sciences	555.00	740.00	185.00
Griffith, Esther M.	Physical Sciences	780.00	1040.00	260.00
Grotzinger, Laurel	Library	480.00	640.00	480.00
Guthrie, Clara L.	Library	675.00	675.00	675.00
Hackett, Perry	Music	645.00	860.00	215.00
Hage, Dean S.	Education	600.00	800.00	200.00
Hagman, Lucille G.	Education	645.00	860.00	215.00
Hammerlund, C. M.	Industrial Arts	645.00	860.00	215.00
Haney, Mary	Speech	525.00	700.00	175.00
Harden, Warren R.	Social Sciences	600.00	800.00	200.00
Harris, Archibald	Health and P.E.	760.00	760.00	232.22
Hartley, Douglas W.	Art	615.00	820.00	205.00
Hartman, Charles H.	Industrial Arts	570.00	760.00	570.00
Heldt, Carl D.	Health and P.E.	645.00	- - -	- - -
Helgeson, Arlan C.	Social Sciences	720.00	960.00	240.00
Henline, Ruth	English	810.00	810.00	- - -
Hermanowicz, Henry J.	Education	615.00	820.00	820.00
Hicklin, Charles R.	Education	615.00	820.00	205.00
Hiler, Grace	English	600.00	800.00	200.00
Hill, Eugene L.	Health and P.E.	1080.00	1080.00	540.00
Holliday, Bernice	Residence Halls	- - -	540.00	405.00
Homan, Dennis N.	Biological Sciences	585.00	780.00	195.00
Hoover, F. Louis	Art	- - -	- - -	580.00
Horton, Clifford E.	Health and P.E.	- - -	- - -	930.00
Hostettler, Dorothy	Education	- - -	- - -	160.00
Hoyman, Verna A.	English	660.00	880.00	220.00
Huggins, Ruth C.	English	690.00	920.00	230.00
Hughes, Elizabeth A.	Education	615.00	820.00	205.00
Hughes, Willene	Education	480.00	640.00	160.00
Hundley, Ruby	Education	450.00	600.00	150.00
Hutter, Samuel	Education	615.00	820.00	205.00
Isted, Leslie M.	Music	735.00	980.00	245.00
Ivey, Ruth A.	English	540.00	720.00	180.00
Jackson, Bryant H.	Library	540.00	720.00	180.00
Jackson, Harry O.	Biological Sciences	- - -	- - -	585.00
Jackson, Teddy R.	Speech	780.00	780.00	195.00
Jacobs, Dorothy	Education	510.00	680.00	170.00
Jessa, Marie	Business Education	880.00	880.00	440.00
Jochums, Milford C.	English	810.00	1080.00	1080.00
Johnson, Blossom	Home Economics	810.00	1080.00	270.00
Johnston, John L.	Industrial Arts	720.00	960.00	240.00
Jones, Lucile Q.	Education	495.00	660.00	165.00
Jones, Margaret L.	Health and P.E.	735.00	980.00	245.00
Karch, Jacqueline Q.	Home Economics	630.00	840.00	210.00
Karkkainen, Irja	Health and P.E.	- - -	650.00	- - -
Karr, Ila	Library	645.00	860.00	215.00
Kelly, Burton C.	Education	600.00	800.00	800.00
Keough, Betty J.	Health and P.E.	600.00	800.00	200.00
Kinneman, John A.	Social Sciences	870.00	1160.00	290.00
Knight, Homer T.	Education	690.00	920.00	920.00
Koepke, Harold F.	Business Education	750.00	1000.00	250.00
Koester, Marjorie Helen	Health & P.E., Biol.Sci	450.00	600.00	150.00
Kohn, Walter S.G.	Social Sciences	630.00	840.00	210.00
Kuehn, George W.	Industrial Arts	230.00	- - -	- - -
Kuntz, Lowell J.	Music	630.00	840.00	210.00

Kurth, Clarence H.	Education	\$705.00	\$940.00	\$705.00
Laidig, Kermit M.	Geography	690.00	920.00	230.00
Lambert, Carolyn	Music	510.00	680.00	170.00
Larson, Alfred	Education	525.00	700.00	175.00
Lawrence, Margaret	Library	660.00	880.00	220.00
Ledbetter, Kenneth L.	English	525.00	700.00	175.00
Lee, William J.	Art	540.00	720.00	180.00
Legg, Lewis L.	Physical Sciences	585.00	780.00	195.00
Lewis, Marjorie L.	Education	660.00	880.00	220.00
Lichty, Elden A.	Education	765.00	1020.00	255.00
Lidh, William	Art	- - -	- - -	360.00
Lilly, Lois	Education	600.00	800.00	200.00
Lueck, William R.	Education	780.00	1040.00	260.00
Lundgren, Hattie C.	Home Economics	630.00	840.00	210.00
Mabry, Gladys Laurene	Health and P.E.	495.00	660.00	165.00
Maddocks, Jane	English	495.00	- - -	495.00
Mansfield, Faye E.	Education	630.00	840.00	210.00
Marshall, Helen E.	Social Sciences	780.00	1040.00	260.00
Martens, J. Louis	Biological Sciences	750.00	- - -	750.00
Martin, Marjorie F.	Health & P.E., Bio.Sci.	585.00	780.00	195.00
Marzolf, Stanley S.	Education	810.00	1080.00	270.00
Mauck, Inez L.	Education	660.00	880.00	220.00
May, Denton B.	English	- - -	- - -	525.00
McCarney, Bernard J.	Social Sciences	540.00	360.00	540.00
McCarthy, Willard J.	Industrial Arts	630.00	840.00	210.00
McCormick, Clyde T.	Mathematics	- - -	- - -	560.00
McDavitt, Neva	Geography	690.00	920.00	230.00
McDonald, Kaye	Health and P.E.	465.00	620.00	155.00
McMullan, Mary	Art	675.00	675.00	- - -
McMurray, Carl D.	Social Sciences	190.00	253.33	63.33
McReynolds, Leija	Speech	480.00	640.00	160.00
Meleny, Helen	Health and P.E.	465.00	620.00	155.00
Mentzer, Loren W.	Biological Sciences	720.00	960.00	240.00
Metzler, Winifred S.	Library	630.00	840.00	210.00
Midtlyng, Joanna	Health and P.E.	510.00	680.00	170.00
Miller, Marion G.	Art	735.00	980.00	245.00
Mizer, Orrin J.	Biological Sciences	585.00	780.00	195.00
Moore, Harold A.	Biological Sciences	675.00	900.00	225.00
Moore, Robert H.	Education	735.00	980.00	245.00
Morden, John G.	English	525.00	700.00	175.00
Natale, Joseph M.	Art	555.00	740.00	185.00
Nelson, Jean	Library	600.00	800.00	200.00
Nelson, Marita Lee	Health and P.E.	310.00	- - -	- - -
Newby, Richard L.	English	540.00	720.00	180.00
Niemi, Edwin E.	Art	760.00	760.00	190.00
Norton, Stanley	Education	705.00	940.00	940.00
Norwood, Donald C.	Mathematics	570.00	760.00	190.00
Nye, William	Library	495.00	660.00	165.00
O'Brien, Alice L.	Education	555.00	740.00	185.00
Ofchus, Leon T.	Education	645.00	860.00	215.00
Ogle, Alice R.	Art	645.00	860.00	215.00
Olson, Ernest E.	Education	600.00	800.00	200.00
Oyakawa, Evan K.	Biological Sciences	555.00	740.00	555.00
Paloumpis, Andreas	Biological Sciences	675.00	900.00	675.00
Parker, Donald	Health Service	525.00	700.00	175.00
Parret, Margaret	Speech	660.00	880.00	220.00
Patterson, James E.	Geography	705.00	940.00	235.00
Payne, Edwin A.	Education	615.00	820.00	615.00
Pearcy, Henri R.	Social Sciences	690.00	920.00	230.00
Peffer, Patricia	Speech	480.00	640.00	160.00
Peithman, Harlan W.	Music	750.00	1000.00	250.00
Perry, Warren S.	Business Education	600.00	800.00	800.00
Peters, Margaret	Business Education	750.00	1000.00	250.00
Peyer, Edna M.	Education, Test Serv.	480.00	480.00	480.00

Plummer, Mark Allen	Social Sciences	\$570.00	\$760.00	\$190.00
Pocs, Olbert	Social Sciences	525.00	700.00	175.00
Poe, Douglas	Social Sciences	615.00	820.00	205.00
Pohlmann, Vernon C.	Social Sciences	720.00	960.00	720.00
Prince, Donald M.	Education	690.00	920.00	690.00
Quigley, Vera	Education	510.00	680.00	170.00
Ragouzis, Perry N.	Art	555.00	740.00	185.00
Reitan, Earl A.	Social Sciences	660.00	880.00	660.00
Retzer, Kenneth A.	Mathematics	540.00	720.00	180.00
Rhymer, Ione	Biological Sciences	367.50	490.00	122.50
Richards, Doris M.	Speech	630.00	840.00	210.00
Riley, Helen	Health and P.E.	340.00	- - -	- - -
Rine, T. E.	Mathematics	810.00	1080.00	810.00
Rives, Stanley G.	Speech	780.00	780.00	195.00
Rousey, Alma B.	Home Economics	615.00	820.00	410.00
Rowe, James E.	Mathematics	585.00	780.00	195.00
Rozum, Mary A.	Education	660.00	880.00	220.00
Russell, Elizabeth	Education	690.00	920.00	230.00
Sanders, Herbert	Music	555.00	740.00	185.00
Sands, Theodore	Social Sciences	735.00	980.00	245.00
Schmidt, Else A.	Geography	600.00	800.00	200.00
Schultze, Luella E.	Education	585.00	780.00	195.00
Schuster, Paul W.	Biological Sciences	555.00	555.00	- - -
Scott, Jimmy D.	Health and P.E.	740.00	- - -	- - -
Scott, Mary	Residence Halls	200.00	150.00	- - -
Searight, Thomas K.	Geography	585.00	780.00	195.00
Serra, Mary C.	Education	1000.00	1000.00	250.00
Sharkey, Frank E.	Industrial Arts	570.00	760.00	570.00
Shea, Grace R.	Health Education	585.00	780.00	195.00
Sheveland, Alice	Education	600.00	800.00	200.00
Shuman, Stanley B.	Geography	615.00	820.00	205.00
Simon, Barbara L.	Library	390.00	520.00	130.00
Smith, Gwen	Health and P.E.	795.00	- - -	- - -
Soderberg, George A.	Speech	540.00	720.00	180.00
Spector, Irwin	Music	705.00	940.00	235.00
Speer, Eunice H.	Library	690.00	920.00	230.00
Stahl, Jack	Music	510.00	680.00	170.00
Stambusky, Alan A.	Speech	585.00	780.00	195.00
Steinburg, C. Louis	Art	525.00	700.00	175.00
Stroud, Ruth	English	690.00	920.00	230.00
Struck, Edwin G.	Health and P.E.	880.00	880.00	550.00
Sweet, David E.	Social Sciences	- - -	- - -	540.00
Swickard, Jeanette	Library	510.00	680.00	170.00
Tarrant, Thalia J.	Social Sciences	585.00	780.00	195.00
Tasher, Lucy Lucile	Social Sciences	735.00	980.00	245.00
Tasker, Vivian	Education	615.00	820.00	205.00
Templeton, Donald F.	English	860.00	860.00	215.00
Terwilliger, John B.	Music	585.00	780.00	195.00
Tiedeman, Herman	Education	1120.00	1120.00	1120.00
Tinkham, Wilma	Education	480.00	640.00	160.00
Toll, Lewis	Business Education	- - -	- - -	570.00
Trotter, John E.	Geography	585.00	780.00	195.00
Tudor, R. W.	English	840.00	840.00	210.00
Udstuen, Sadie B.	Education	600.00	800.00	200.00
Upton, Charlotte	Home Economics	585.00	780.00	195.00
Vance, Arden L.	Music	630.00	840.00	210.00
Vetter, Dale B.	English	810.00	1080.00	1080.00
Walz, Garry R.	Education	900.00	900.00	675.00
Watterson, Arthur W.	Geography	- - -	- - -	855.00
Webb, Mary D.	Business Education	690.00	920.00	230.00
Weiser, Ida G.	Education	495.00	660.00	165.00
Wesle, John H.	Art	570.00	760.00	190.00
Wheeler, Harriet R.	Business Education	820.00	820.00	205.00
Whited, Robert R.	Music	540.00	720.00	180.00

Wise, Vernell	English	\$660.00	\$880.00	\$220.00
Wisthuff, Donald J.	Residence Halls	- - -	- - -	360.00
Woodson, Betty	Education	540.00	720.00	180.00
Wooley, Ethel	Education	570.00	760.00	190.00
Workman, Donna Jo	Health and P.E.	465.00	620.00	155.00
Yates, Ruth V.	Speech	690.00	920.00	230.00
Young, Harriet	Education	495.00	660.00	165.00
Young, Lyle M.	Music	660.00	880.00	220.00

III. OTHER EMPLOYEES

A. Resignations

1. Mr. Alfred Johannes, Assistant Food Production Manager, effective February 28, 1961, for personal reasons.
2. Mrs. Lucille E. Murray, Food Service Supervisor, effective March 18, 1961, because she is moving out of town.
3. Mrs. Marilyn L. Steinbach, Clerk Stenographer I in the Office of the Dean of the Faculty, effective March 31, 1961, for health reasons.

B. Suspension for Discharge

1. Mrs. Doris Louise Reeves, Cashier I in the Business Office, effective March 30, 1961, in accordance with Civil Service Rule 11.5a.

C. Retirements

1. Miss Lottie V. Boundy, Administrative Clerk in the Office of the Dean of the Faculty, effective August 31, 1961.
2. Mrs. Florence Ritchie, Chief Clerk in the Admissions Office, effective October 1, 1961.
3. Mr. Fred Thommen, Stationary Fireman, effective August 31, 1961.
4. Mrs. Gyneth Weber, as Head Health Service Nurse, effective August 31, 1961. Since Mrs. Weber has not attained age sixty, approval of her retirement is requested.

D. Continuation of Leave

1. Mrs. Nora B. Miller, Cook, from March 20, 1961 for an indefinite period, due to disability.

E. Leaves of Absence

1. Mrs. Bernadine S. Aucutt, Bookkeeping Machine Operator II, from April 10, 1961 through May 31, 1961, due to disability.
2. Mr. William G. White, Maintenance Repairman, effective February 6, 1961, for an indefinite period, due to disability.
3. Mrs. Lena Winsett, Cook, from February 28, 1961, to November 28, 1961, to preserve her seniority after accepting employment outside the promotional line, in accordance with Civil Service Rule 12.8.

F. Change in Classification and Assignment

1. Mrs. Cecile H. McCarthy, from Library Clerk III in Milner Library, to Clerk Stenographer III in the Office of the Dean of the Faculty, effective March 20, 1961, to take the place of Mrs. Marilyn L. Steinbach, resigned.

G. Change in Classification and Salary

1. Mr. Cleo Burke, from Stationary Fireman at a salary rate of \$470.00 per month, to Stationary Engineer at a salary rate of \$525.00 per month, effective February 1, 1961. (Board Report, January 16, 1961, III-H-2)
2. Mrs. Lena Winsett, from Cook at a salary rate of \$260.00 per month, to new Food Service Supervisor position, at a salary rate of \$285.00 per month, effective February 28, 1961. (Board Report, February 20, 1961, J-1-c.)

H. Change in Salary Rate (Due to satisfactory completion of probationary period)

1. Mrs. Lorene Anderson, Cook, from a salary rate of \$215.00 per month to \$235.00, effective March 8, 1961.
2. Mr. Fremont Antenen, Assistant Food Production Manager, from a salary rate of \$400.00 per month to \$415.00, effective March 1, 1961.
3. Mrs. Mabel Ashenbremer, Cook, from a salary rate of \$215.00 per month to \$235.00, effective March 7, 1961.
4. Mrs. Mabelle Butler, Cook, from a salary rate of \$215.00 per month to \$235.00, effective March 10, 1961.
5. Mrs. Melba Dameron, Cook, from a salary rate of \$215.00 per month to \$235.00, effective March 6, 1961.
6. Mrs. Beverly Hari, Clerk Typist I in the Student Union, from a salary rate of \$225.00 per month to \$240.00, effective March 1, 1961.
7. Mrs. Nancy Keneipp, Clerk Stenographer II in Physical Science and Special Education, from a salary rate of \$250.00 per month to \$265.00, effective March 1, 1961.
8. Mrs. Minnie Lamb, Cook, from a salary rate of \$215.00 per month to \$235.00, effective March 9, 1961.
9. Miss Edna McCoy, Janitress, from a salary rate of \$240.00 per month to \$270.00, effective March 29, 1961.
10. Mrs. Karen McHugh, Clerk Stenographer II in the Registrar's Office, from a salary rate of \$250.00 per month to \$260.00, effective March 1, 1961.
11. Mrs. Ila Quillman, Physical Therapy Aide, from a salary rate of \$225.00 per month to \$240.00, effective March 1, 1961.
12. Mr. Lester Ryan, Food Service Supervisor, from a salary rate of \$375.00 per month to \$395.00, effective March 1, 1961.
13. Mr. Joseph Thornton, Kitchen Laborer, from a salary rate of \$245.00 per month to \$275.00, effective March 8, 1961.
14. Mrs. Judith Dickerson, Clerk Typist I in the Business Office, from a salary rate of \$225.00 per month to \$240.00, effective April 1, 1961.
15. Mrs. Betty Ells, Clerk Typist II in the Bureau of Appointments, from a salary rate of \$250.00 per month to \$260.00, effective May 1, 1961.
16. Mrs. Reta Green, Cook, from a salary rate of \$215.00 per month to \$235.00, effective April 2, 1961.

17. Mr. Willie Lee, Kitchen Laborer, from a salary rate of \$245.00 per month to \$275.00, effective April 28, 1961.
18. Mrs. Elsie Pohlmann, Nurse in the Health Service on a seventy-five percent basis, from a salary rate of \$258.75 per month to \$270.00 per month, effective April 1, 1961.
19. Mrs. Doris Rogers, Clerk Typist I in the Housing Office, from a salary rate of \$225.00 per month to \$235.00, effective April 1, 1961.

I. Appointment (Reallocation of Position)

1. Mr. Eugene E. Megli, as Herdsman Foreman at the University Farm, effective February 1, 1961, at a salary rate of \$410.00 per month. This is the reallocated Assistant Farmer Position.

K. Appointments (Replacement)

1. Mrs. Lois N. Bunn, as Clerk Stenographer I in the Recorder's Office, effective February 15, 1961, at a salary rate of \$250.00 per month, to take the place of Miss Dorothy Heavilin, whose classification and assignment have been changed.
2. Mr. Max Lee Cornell, as Stationary Fireman Helper, effective February 12, 1961, at a salary rate of \$395.00 per month, to take the place of Mr. Cleo W. Burke, transferred to Stationary Engineer.
3. Mr. Louis Lee Lowery, as Maintenance Worker, effective February 1, 1961, at a salary rate of \$345.00 per month, to take the place of Mr. Ivo Henry, whose classification and assignment have been changed.
4. Mrs. Louise Mae Ogden, as Food Service Supervisor, effective February 23, 1961, at a salary rate of \$375.00 per month, to take the place of Mr. Alfred Johannes, resigned.
5. Mrs. Ruby N. Padgett, as Cook, effective March 2, 1961, at a salary rate of \$215.00 per month, to take the place of Mrs. Lena Winsett, whose classification and assignment have been changed.

L. Appointments (New Position)

1. Mrs. Violet Dunkle, as Janitress, effective March 16, 1961, at a salary rate of \$240.00 per month. (Board Report, February 20, 1961, I11-J-1-a)
2. Mrs. Clara Fry, as Clerk Stenographer II for the Counseling and Guidance Summer Training Institute on a half-time basis, effective February 27, 1961, and to be terminated on or before May 27, 1961, at a salary rate of \$150.00 per month. (Board Report, February 20, 1961, I11-J-2)
3. Mr. Leland D. Stine, as Janitor, effective March 20, 1961, at a salary rate of \$330.00 per month. (Board Report, February 20, 1961, I11-J-1-b)
4. Mr. Harold Sylvester, as Supervisor of Security and Traffic in the Office of Security and Traffic, at a salary rate of \$580.00 per month, effective April 17, 1961. (Board Report, February 20, 1961, I11-J-2)

M. Request for Reinstatement of Position

1. We wish to reactivate the position of Superintendent of Grounds which was discontinued at the time of the retirement of Mr. Harry Johnson. While we have been attempting to use the Grounds Foreman position to coordinate this work, it is believed necessary at this time to employ a person with higher qualifications than can be obtained at the Grounds Foreman level, particularly in view of the expansion of the west campus. The additional responsibility of coordinating certain functions carried on by the Agriculture and Biological Science

departments will also be added to this position, in addition to the Physical Plant functions.

N. Requests for New Positions

1. We would like to create a position of Bursar in connection with the reorganization of activities in the Business Office. This position is needed due to very real pressures in the University Business Office as a result of increased cash collections and other activities which have been added or will become a reality in the near future.
2. For more than a year now, we have found it necessary to keep our University switchboard open on a seven-day, twenty-four hour basis. In order to do this, we have used a number of students. However, the problems of scheduling, as well as a high turnover rate, have required far more time of the Secretary to the Administrative Assistant to the President than should reasonably be expected.

Because of peak loads, we have this year installed a two-position board to handle traffic during these periods. To eliminate many of the problems of student help and still provide the necessary service, we request the approval of a new position for Chief Switchboard Operator. It will still be necessary to staff the second position during peak periods with students. However, the Chief Switchboard Operator would have the responsibility for supervising both non-academic and student employees.

IX. PURCHASES

- A. Advertised bids were received on a 1961 Station Wagon, less trade-in, as follows:

Butts Ford Sales, Inc. 325 South Main Street Bloomington, Illinois	\$ 962.14
Goodwin Brothers Minonk, Illinois	1075.52
Imperial Motors 307 East Grove Street Bloomington, Illinois	1122.10
C. W. Frey and Sons 302 West Washington Street Bloomington, Illinois	1190.30

Recommendation: We recommend the low bid of Butts Ford Sales, Inc. of Bloomington, Illinois, in the amount of \$962.14, payable from the appropriation for equipment.

- B. Advertised bids were requested on twelve Stereomicroscopes and illuminators and were received as follows:

Aloe Scientific Company St. Louis, Missouri	\$3317.00
Scientific Products Evanston, Illinois	3376.55
LaPine Scientific Company Chicago 29, Illinois	3402.00
Schaar and Company Chicago, Illinois	3458.67

Chicago Apparatus Company Chicago, Illinois	\$3515.00
Lukas Microscope Service Skokie, Illinois	3590.00
Fisher Scientific Company Chicago, Illinois	3732.48
P and H Scientific and Hospital Supply Co. Minneapolis, Minnesota	3773.95
Central Scientific Company Chicago, Illinois	3784.00
E. H. Sargent and Company Chicago, Illinois	3847.20
Bausch and Lomb Optical Company Rochester, New York	4023.00

Recommendation: We recommend the low bid of the Aloe Scientific Company, St. Louis, Missouri, in the amount of \$3317.00, payable from the appropriation for equipment.

- C. Advertised bids were received on a Heavy Duty Surface Grinder and accessories, as follows:

Couch and Heyle Company Peoria, Illinois	\$2620.57
Miller Industrial Supply Company Decatur, Illinois	2795.96
Schlitt Supply Company Springfield, Illinois	3495.00
W. D. Allen Manufacturing Company Chicago, Illinois	4057.48
John J. Normoyle Company Moline, Illinois	4395.49
Marshall and Huschart Machinery Co. Chicago, Illinois	4880.78

Recommendation: We recommend the low bid of Couch and Heyle Company, Peoria, Illinois, in the amount of \$2620.57 payable from the appropriation for equipment.

- D. Advertised bids were requested on three Wagons (Heavy Duty) with Wagon Box and Hoist required by the Agriculture Department, and were received as follows:

Farmers Implement Company Bloomington, Illinois	\$1647.00
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Recommendation: We recommend the low bid received from Farmers Implement Company, Bloomington, Illinois, in the amount of \$1647.00, payable from the appropriation for equipment.

X. MISCELLANEOUS

A. Request for Release of Contingency Funds

To take care of the needs of the University through the end of the current biennium it is requested that the following releases be approved from the Contingency Fund, Income Fund.

Equipment	\$2,500.00
Contractual Service	4,912.00
Refunds	2,000.00
Printing	1,500.00

\$10,912.00

The release of the above amounts will equal the balance now remaining in the Contingency Fund.

Robert G. Bone
President

REPORT OF
NORTHERN ILLINOIS UNIVERSITY

April 17, 1961

I. STUDENTS

Enrollment, Second Semester, 1961				1959-1960 Total One Year Ago
Resident	Men	Women	Total	
<u>Undergraduates - full-time</u>				
Unclassified*	90	35	125	53
Post Graduates	-	1	1	-
Seniors	426	341	767	791
Juniors	480	416	896	822
Sophomores	476	548	1024	1011
Freshmen	<u>775</u>	<u>1180</u>	<u>1955</u>	<u>1617</u>
Total, full-time undergraduates	2247	2521	4768	4294
<u>Undergraduates - part-time</u>				
Unclassified*	20	43	63	50
Post Graduates	5	12	17	10
Seniors	23	81	104	89
Juniors	18	106	124	89
Sophomores	14	33	47	48
Freshmen	<u>57</u>	<u>68</u>	<u>125</u>	<u>95</u>
Total, part-time undergraduates	<u>137</u>	<u>343</u>	<u>480</u>	<u>381</u>
TOTAL, UNDERGRADUATES	2384	2864	5248	4675
<u>Graduate Students</u>				
Full-time	148	23	171	134
Part-time	<u>948</u>	<u>288</u>	<u>1236</u>	<u>903</u>
Total, Graduate Students	<u>1096</u>	<u>311</u>	<u>1407</u>	<u>1037</u>
TOTAL, RESIDENT STUDENTS	3480	3175	6655	5712
<u>Extension</u>				
Undergraduates	48	279	327	333
Graduates	<u>187</u>	<u>115</u>	<u>302</u>	<u>208</u>
Total, Extension Students	<u>235</u>	<u>394</u>	<u>629</u>	<u>541</u>
TOTAL, RESIDENT AND EXTENSION	3715	3569	7284	6253
Duplicates between resident and extension students				
	<u>41</u>	<u>8</u>	<u>49</u>	<u>24</u>
GRAND TOTAL, EXCLUDING DUPLICATES	3674	3561	7235	6229
<u>University School</u>				
Elementary School	155	168	323	307
Junior High School	<u>123</u>	<u>99</u>	<u>222</u>	<u>235</u>
Total, University Schools	278	267	545	542

* Apparently transient students who have not presented previous records from other schools for evaluation toward a degree from NIU. Designation first used, summer, 1956.

Enrollment - full-time equivalent on basis of 16 semester hours per student

	Men		Women		Total		1959-1960
	Indivi-	Full-time	Indivi-	Full-time	Indivi-	Full-time	One year
	duals	equiv.	duals	equiv.	duals	equiv.	ago
<u>Resident</u>							
Graduates	1096	349.31	311	80.94	1407	430.25	328
Undergrads	2384	2278.72	2864	2591.06	5248	4869.78	4372.9
Total Resident	3480	2628.03	3175	2672.00	6655	5300.03	4700.9
<u>Extension</u>							
Graduates	187	35.31	115	21.44	302	56.75	394
Undergrads	48	9.13	279	50.81	327	59.94	66.35
Total, Extension	235	44.44	394	72.25	629	116.69	105.75
<u>Total, inc.</u>							
duplicates on campus	3715	2672.47	3569	2744.25	7284	5416.72	4806.65
Less duplicates	41		8		49		
GRAND TOTAL, EXC.							
DUPLICATES	3674	2672.47	3561	2744.25	7235	5416.72	4806.65

Enrollment - Evening College (Figures included in resident totals)

	Graduates	Undergraduates	Total	Total 1 year ago
Full-time	53	6	59	29
Part-time	1198	393	1591	1159
	1251	399	1692	1188

Day student with evening classes	106	1586	1692	1772
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<u>Students Who Paid Full Fees - Second Semester, 1961</u>		1960
# who paid full fees	4939	4428
# who paid part fees	1716	1284
Total	6655	5712

Scholarships - Second Semester, 1961

	Men	Women	Total	Total 1 year ago
<u>Teacher Education</u>				
Graduates	5	2	7	2
Undergraduates	409	1416	1825	1630
Total	414	1418	1832	1632
<u>Illinois State Scholarships</u>				
Undergraduates	35	61	96	-
<u>Legislative Scholarships</u>				
Graduates	2	-	2	
Undergraduates	39	34	73	
Total	41	34	75	27
<u>Military Scholarships</u>				
Graduates	402	1	403	264
Undergraduates	238	1	239	229
Total	640	2	642	493
TOTAL ALL SCHOLARSHIPS	1130	1515	2645	2152

Extension Enrollment - Second Semester, 1961

Course	Location	Men	Women	Total
Art 214	Freeport	1	25	26
Art 303	Lombard	1	34	35
Art 303	Waukegan	1	24	25
*Bus.Adm. 411	Cicero	15	-	15
*Bus.Adm. 463	Cicero	23	-	23
Bus.Adm. 541	Maywood (2 S.H.)	4	-	4) taught
Bus.Adm. 541	Maywood (3 S.H.)	16	-	16) jointly
Earth Science 202	Belvidere	-	19	19
Educ. 310	Lombard	7	46	53
Educ. 310	Waukegan	5	18	23
Educ. 341	Waukegan	2	42	44
Educ. 431	Aurora	10	17	27
Educ. 435	Maywood	20	37	57
Educ. 488	Joliet	3	3	6) taught
Phil. 488	Joliet	8	6	14) jointly
Educ. 460	Maywood	26	11	37
Educ. 501	Rockford	17	17	34
Home Econ. 325-450	Waukegan	-	15	15
Home Econ. 441	Joliet	6	17	23
Phys.Educ.Men 632	Cicero	37	3	40
Soc. Sci. 385	Rockford	6	48	54
Soc. Sci. 444	Arlington Heights	19	10	29
*Soc. Sci. 584	Cicero	12	-	12
Speech 319 E	Barrington	1	13	14
Total		240	405	645
Duplicates within extension		5	11	16
Net total		235	394	629

*Figures are estimates only

Out-of-State Students

Because of the increasing number of out-of-state students requesting admission, many of whom are in the lower third of their high school graduating class, we should like to limit admission of this group to those who graduate in the upper one-half of their class.

II. FACULTY

1. Leave of Absence because of Illness

Miss Wilma Hill, assistant professor, Department of Art, for the spring semester because of illness. Miss Hill will receive her full salary since members of the Department of Art have absorbed her duties.

2. On Leave of Absence for One-half Spring Semester, 1961 - Full Salary

Dr. J. Robert Hainds, professor, vice-president in charge of instruction, in the United States on selected campuses for administrative studies.

3. New Degrees

Donald R. Hammerman, assistant professor, Lorado Taft Field Campus, Ed. D., Pennsylvania State University

Harold E. Husa, assistant professor, assistant dean of men, Ed. D., Michigan State University

Herbert Tischler, assistant professor, Department of Earth Sciences, Ph. D., University of Michigan

4. Payment of Substitutes - Northern Illinois Elementary and Junior H.S.
at the regular rate

February 3:	Mrs. Eunice Hartman for Mrs. Mary Riccio - illness
February 7-8:	Mrs. Kathryn McCulloch for Mrs. Catherine Carter - illness
February 15-16:	Mrs. Wilma Murray for Miss Elizabeth Horton - illness
March 8:	Mrs. Eunice Hartman for Mrs. Mary Riccio - illness
March 8, 9, 10:	Mrs. Florence Rush for Mrs. Patricia Canon - illness
March 13:	Mrs. Norma S. Oberlin for Mrs. Edra Lipscomb - illness
March 13-14:	Mrs. Eunice Hartman for Miss Helen McNamara - illness
March 24:	Mrs. Wilma Murray for Miss Elizabeth Horton - illness

5. Temporary, Part-time Appointments for the Spring Semester, 1961, Only

The following members were employed to serve on a temporary, part-time basis for the period indicated in each case:

Department of Art

Mrs. Marilyn M. Strawn, faculty assistant, at a salary of \$630 for 4½ months. Mrs. Strawn has her bachelor's degree from the University of Wisconsin and has four years' teaching experience.

Department of Business Administration

Dr. Ralph E. Bowermaster, employed on a temporary, part-time basis for the autumn semester, to be continued on the same basis as professor at a salary of \$318.75 for 4½ months.

Mr. Edward R. Searby, instructor, at a salary of \$1170 for 4½ months. Mr. Searby has his bachelor's degree from Purdue University and his master's degree from Indiana University. He has taught previously at Northern.

Department of Business Education

Mrs. Eleanor L. Huntzicker, faculty assistant, at a salary of \$595 for 4½ months. Mrs. Huntzicker has her bachelor's degree from Northwestern University and has eight years' teaching experience.

Department of English

Mrs. Mary G. Gray, instructor, at a salary of \$1440 for 4½ months, partially replacing Miss Virginia Moseley who is on leave of absence. Mrs. Gray has her bachelor's and master's degrees from the University of Connecticut. She has taught previously at Northern.

Mrs. Marjorie K. Winters, instructor, at a salary of \$720 for 4½ months, partially replacing Miss Virginia Moseley who is on leave of absence. Mrs. Winters has her bachelor's and master's degrees from Northern and has taught previously at Northern.

Department of History

Mr. Robert B. Hilsabeck, employed on a temporary, part-time basis for the autumn semester, to be continued on the same basis as instructor for 4½ months at a salary of \$630.

Dr. David L. Wagner, employed on a temporary, part-time basis for the autumn semester, to be continued on the same basis as instructor at a salary of \$630 for 4½ months.

Department of Physics

Mr. Bert S. Buscher, faculty assistant, at a salary of \$630 for 4½ months, replacing Dr. William C. Davidon who was a temporary, part-time appointment. Mr. Buscher has his bachelor's degree from Northern and has two years' teaching experience at the DeKalb Township High School.

6. Replacement - Spring Semester, 1961

Mr. Howard Brighton, instructor, University Junior High School, at a salary of \$3240 for 4½ months, replacing Mr. Elmer J. Kuhn who is on leave of absence. Mr. Brighton has his bachelor's degree from Central Michigan College and his master's degree from the University of Michigan. He came to Northern with six years' teaching experience. This is a temporary appointment.

7. Temporary Appointment for Spring Semester, 1961, Only

Miss Betty J. Van Huben, instructor, Department of Nursing Education, at a salary of \$2700 for three months beginning March 15, 1961. Miss Van Huben has her bachelor's degree from the University of Rochester and her master's degree from the University of Colorado. She has eight years' teaching experience, coming to Northern from a position at the Illinois State Psychiatric Institute, Chicago. This is a temporary appointment.

8. DeKalb Student Teaching Center - Summer Session, 1961

Mr. Robert Harkness, M.S., lower grade supervising teacher, for 8 weeks at a total salary of \$1080. Mr. Harkness is a principal of a DeKalb city school and has served previously as supervising teacher at Northern.

Mrs. Mary McDaniel, M.S., lower grade supervising teacher, for 8 weeks at a total salary of \$1080. Mrs. McDaniel is a regular teacher in the DeKalb city schools.

Mrs. Victoria Panula, M.A., lower grade supervising teacher, for 8 weeks at a total salary of \$1080. Mrs. Panula is a regular teacher in the DeKalb city schools.

Mr. George Riccio, M.S., lower grade supervising teacher, for 8 weeks at a total salary of \$1080. Mr. Riccio is a principal of a DeKalb city school and has served previously as supervising teacher for Northern.

Mrs. Faye Simkins, M.S., lower grade supervising teacher, for 8 weeks at a total salary of \$1080. Mrs. Simkins is a regular teacher in the DeKalb city schools and has served previously as supervising teacher for Northern.

9. Speech Rehabilitation Clinic - Summer Session, 1961

Miss Doris Lundstrom, supervising teacher in the Speech and Hearing Residential Center, one-half time for 8 weeks at a salary of \$600. Miss Lundstrom is a regular teacher in the DeKalb city schools and has served previously as supervising teacher in the Center.

10. Returning from leaves of absence

In April

Dr. J. Robert Hains, professor, vice-president in charge of instruction, on leave at full salary for campus studies.

In June

Dr. Edith H. Grotberg, associate professor, Department of Psychology, on leave the second semester with full salary for post-doctoral study.

Dr. John W. Lloyd, professor, Department of Social Sciences, on leave for the academic year without salary for post-doctoral work in England.

Mr. Frederick A. Poor, assistant professor, Department of Business Administration, on leave the spring semester with full salary to complete requirements for the doctorate.

Dr. Maurice J. Weed, professor and head, Department of Music, on leave the spring semester with full salary for post-doctoral study.

In September

Dr. Mabel Brantley, associate professor, Department of Education, on leave for the academic year without salary to continue work in teacher education in Afghanistan.

Dr. Roy O. Burke, assistant professor, Department of Art, on leave the spring semester with full salary to do advanced work in ceramics and painting.

Mr. William G. Haendel, instructor, Department of Art, on leave for the academic year without salary to study metal-working and silver-smithing in England.

Mr. Kenneth H. Harmet, instructor, Department of Biological Sciences, on leave for the academic year without salary to do research toward the doctorate.

Mr. Roger Hufford, instructor, Department of Speech, on leave for the academic year without salary to complete work for the doctorate.

Dr. Frederick G. Kent, associate professor, Department of Social Sciences, on leave the spring semester with full salary for post-doctoral study.

Dr. Samuel R. Keys, assistant professor, Department of Education, on leave for the academic year without salary to serve as Associate Coordinator of the Illinois Curriculum Program working with the Office of the Superintendent of Public Instruction.

Mr. Elmer J. Kuhn, instructor, University Junior High School, on leave from January 1, 1961 to June 15, 1961, without salary to complete residence requirements for the doctorate.

Dr. Wendell A. Lindbeck, professor, Department of Chemistry, on leave for the academic year without salary for post-doctoral study.

Dr. Virginia D. Moseley, associate professor, Department of English, on leave spring semester with full salary for post-doctoral research.

Miss Bernice Roth, assistant professor, Director, Testing Services, on leave during the academic year at one-half salary.

11. Extension of Leaves of Absences

Mr. Robert J. Brigham, assistant professor, Department of Physical Education for Men, on leave for the academic year 1960-1961 at one-half salary, to be extended for the academic year 1961-1962 without salary to continue work on the doctorate.

Dr. Robert A. Bullington, professor, Department of Biological Sciences, on leave for the academic year 1960-1961 without salary, to be extended for the academic year 1961-1962 without salary as indicated in the April, 1960 board report.

Miss Bernice Roth, assistant professor, Director, Testing Services, on leave for the academic year 1960-1961 at one-half salary, to be extended for the summer, returning September 1 - without salary.

12. Temporary Appointments - Summer Session, 1961

Dr. Jeff Clark, assistant professor, Department of Journalism, for 2 weeks at a salary of \$400. Dr. Clark has his bachelor's and master's degrees from the University of Oklahoma and his doctor's degree from the State University of Iowa. He has five years' teaching experience in Iowa City and Bowling Green, Ohio, coming to Northern from a position at Bowling Green State University. This is a temporary appointment.

Mrs. Yolande M. Colvin, instructor, University Library, for the summer session only, at a salary of \$1280 for 2 months, replacing Miss Anne Kovanda. Mrs. Colvin has her bachelor's degree from the University of Illinois and her master's degree from the University of Colorado. She is currently employed as a home economics teacher in the DeKalb Township High School. This is a temporary appointment. Mrs. Colvin has served previously as librarian.

Dr. William J. L. Sutton, associate professor, Department of Chemistry, for the summer session only, at a salary of \$1800 for 2 months, replacing Dr. Robert A. Kloss. Dr. Sutton has his bachelor's degree from the University of Exeter, England and his master's degree from the University of Toronto, Canada, with his doctorate from Ohio State University. He has eleven years' teaching experience and comes to Northern from a position at Millikin University, Decatur where he is regularly employed. This is a temporary appointment.

13. Retirements

Dr. Bertha M. Bellis, professor and supervising teacher of English and Social Studies, University Junior High School, effective September 1, 1961. Dr. Bellis has served Northern since 1920.

Mr. J. Hal Connor, professor and editor professional publications, Department of English, effective September 1, 1961. Mr. Connor has served Northern since 1929.

14. Request for Deferment of Retirement

Miss Emily Burton, assistant professor and supervising teacher, fifth grade, University Elementary School, deferment of retirement until the close of the academic year, 1961-1962.

15. Resignations

Mr. Harold Chastain, instructor, Department of Speech, effective at the close of the academic year in June, 1961.

Miss Frances Ebstein, instructor, Department of English, effective at the close of the academic year in June, 1961.

Dr. Ruth Ellis, associate professor, Department of Education, effective at the close of the academic year in June, 1961.

Mr. James Hall, instructor, Department of Mathematics, effective at the close of the academic year in June, 1961.

Mr. John Hug, assistant professor, Lorado Taft Field Campus, effective at the close of the academic year in June, 1961.

Mrs. Joan R. Lucas, assistant professor, Department of Physical Education for Women, effective at the close of the academic year in June, 1961.

Mr. Paul Mattox, instructor, Department of Speech, effective at the close of the academic year in June, 1961.

Mrs. Mary Lou Riccio, instructor and supervising teacher, fourth grade, University Elementary School, effective at the close of the academic year in June, 1961.

Mr. Howard Vogt, instructor and music librarian, University Library, effective at the close of the academic year in June, 1961.

Miss Mary Luise Wilson, instructor, Department of Physical Education for Women, effective at the close of the academic year in June, 1961.

16. Replacements

Mr. Richard Baschky, assistant professor, Department of Speech, at a salary of \$7380 for nine months beginning in September, replacing Mr. William W. Vilhauer who will be on leave of absence. Mr. Baschky earned his bachelor's degree from San Diego State College and his master's degree from the State University of Iowa. He has had successful teaching experience at the St. Cloud State College, Minnesota. This is a temporary appointment.

Mr. George R. Bramer, instructor, Department of English, at a salary of \$6120 for nine months beginning in September, replacing Miss Elizabeth Holmes. Mr. Bramer earned his bachelor's degree from Drury College, Springfield, Missouri and his master's degree from the University of Notre Dame. He comes to Northern from St. Ambrose College, Davenport, Iowa.

Mr. David L. Bushnell, associate professor, Department of Physics, replacing Mr. Robert H. Lynch who was a temporary appointment, at a salary of \$8280 for nine months beginning in September, provided the doctorate is conferred by September 1, 1961. If the doctorate has not been awarded, his rank will be assistant professor at a salary of \$7740 for nine months. Mr. Bushnell has his bachelor's and master's degrees from the University of Wisconsin and is currently completing the requirements for the doctorate at Virginia Polytechnic Institute, Blacksburg, Virginia. He has had seven years' teaching experience, coming to Northern from a position at Virginia Polytechnic Institute.

Mr. Hallie J. Hamilton, instructor, Department of Journalism, at a salary of \$7380 for nine months beginning in September, replacing Mr. Robert L. Baker who was a temporary appointment. Mr. Hamilton has his bachelor's from Franklin College and his master's degree in journalism from Northwestern University. He has been in the Division of Regional Services for the past three years.

Mrs. Mary E. Hickey, instructor, University Library, at a salary of \$6120 for nine months beginning in September, replacing Miss Roberta L. Harrison who will be on leave of absence. Mrs. Hickey has her bachelor's degree from Principia College and her master's degree from Indiana University. She comes to Northern with two years' teaching experience. This is a temporary appointment.

Dr. Henry J. Merry, employed on a temporary basis for the academic year 1960-1961, to be continued on a temporary basis as associate professor in the Department of Political Science at a salary of \$7560 for nine months beginning in September.

Mrs. Margaret R. Reeves, instructor and supervising teacher of vocal music, University Junior High School, replacing Mr. Vernon Ludeman who will be on leave of absence, at a salary of \$6480 for nine months beginning in September provided the master's degree is conferred by September 1, 1961. If not, her rank will be faculty assistant at a salary of \$5940 for nine months. Mrs. Reeves has her bachelor's degree from Iowa State Teachers College at Cedar Falls and is currently completing requirements for the master's degree at Northern. She has fourteen years' teaching experience in the public schools of Iowa and Illinois. This is a temporary appointment.

Mr. Norman E. Vogt, instructor, University Library, replacing Mr. Howard Vogt who resigned, at a salary of \$5940 for nine months beginning in September, provided the master's degree is conferred by September 1, 1961. If not, his rank will be faculty assistant at the same salary. Mr. Vogt has his bachelor's degree from Northern and is completing requirements for the master's degree at the University of Wisconsin. He comes to Northern with three years' teaching experience at Richmond-Burton Community High School, Richmond, Illinois.

Dr. Daniel Wit, professor and head, Department of Political Science, replacing Dr. Sonya Spiesman, at a salary of \$12,320 for eleven months beginning in September. Dr. Wit has his bachelor's degree from Union College, Schenectady, New York, his master's and doctor's degrees from Princeton University, Princeton, New Jersey. He has had twelve years' teaching experience, coming to Northern from a position as director of international studies at the Governmental Affairs Institute, Washington, D. C.

17. Leave of Absence Without Salary for the Academic Year 1961-1962

Miss Virginia M. Schelar, assistant professor, Department of Chemistry, to study at Harvard University on a grant awarded by the National Science Foundation.

18. Leaves of Absence for the Academic Year 1961-1962 -- Cancelled

Miss Pat Blake, instructor, Department of Physical Education for Women, has withdrawn her request for leave of absence without salary for the academic year 1961-1962 as presented in the February, 1961 board report.

Miss Joan Popp, instructor, Department of Physical Education for Women, has withdrawn her request for leave of absence without salary for the academic year 1961-1962 as presented in the February, 1961 board report.

Mr. Reynolds Whitney, Jr., assistant professor, Department of Music, has withdrawn his request for leave of absence at half salary for the academic year 1961-1962 as presented in the January, 1961 board report.

19. Change of Status

Dr. Paul Crawford, professor, Department of Speech, to serve as acting head of the department for the academic year 1961-1962 during the leave of absence granted to Dr. Louis Lerea, head of the department.

Dr. Clinton M. File, professor, Department of Business Administration, to relinquish the headship, effective in September, 1961, and to continue employment on a nine months' basis.

Dr. Howard W. Gould, professor and head of the Department of Chemistry and Physics, to professor, Department of Chemistry, effective September 1, 1961. His appointment will be changed from 11 to 9 months.

Dr. Joseph Sadnavitch, associate professor, consultant in special education, to associate professor, head of the Department of Special Education, beginning in September.

Mr. Lawrence C. Secrest, assistant professor, has relinquished his position as acting head, Department of Industrial Arts, effective September, 1961. He will be employed on an 11 months basis rather than 12 months.

Dr. Maurice J. Weed, professor, has relinquished the headship of the Department of Music, effective in September, 1961. His appointment will be changed from 11 to 9 months.

Dr. George D. Weigel, professor and acting head, Department of Education, to professor, Department of Graduate Programs. This is to become effective September 1, 1961.

20. We wish to present the summer session payroll, 1961:

Name	Weeks	
Aikins, Harold E.	8	
Anderson, Rosemary C.	8	
Arnold, Don W.	8	
Barbour, Edna H.	2	tentative
Barlow, Harriet K.	8	
Beach, James W.	8	
Beezhold, Frank	8	for 3/4 time
Bellis, Bertha	8	
Belnap, Ralph A.	11	
Bird, Gordon W.	8	for 7/8 time and 1 week full-time
Bower, John E.	8	
Brown, Robert D.	8	
Brown, Robert R.	8	
Burton, Emily	8	
Caldwell, Loren T.	3	tentative
Canon, Charles	8	
Carroll, Margaret L.	8	
Chang, Perry P.	8	
Cheadle, Helen	8	
Christiano, John G.	8	
Clark, Jeff	2	
Cleland, Kenneth	9	
Cluff, Robert B.	10	
Colvin, Yolande	8	
Crawford, Paul	8	
Cross, Henry A.	8	
Curtiss, James	12	
Darsow, Donn D.	3	tentative
Davis, Sarah Marie	8	
Dean, Mark	8	
Deutsch, Murray	8	
Dill, Howard R.	8	for 3/4 time
Donnelly, Alton S.	8	
Doyle, Donald	2	
Dwyer, John E.	8	
Eaton, John W.	7	
Farley, William E.	8	for 1/2 time
Fay, R. Vernon	8	for 7/8 time
Feyerherm, Harvey A.	8	
File, Clinton M.	8	
Flournory, Icilda C.	8	for 1/2 time
Fox, Arnold B.	8	for 2/3 time
Fox, Raymond B.	8	
Gilbert, Harold G.	8	
Goering, Oswald	8	
Goldberg, Alvin	8	
Grant, Eugene B.	8	and 3 weeks tentative
Grosklags, James H.	8	
Grotberg, Edith H.	8	and 3 weeks tentative
Guest, B. Ross	5-1/2	
Gund, J. Jan	8	
Hamilton, Hallie J.	8	
Harrison, Roberta	8	
Hayter, Earl W.	8	

Hendrickson, William J.	8	
Herbert, Edward T.	8	for 2/3 time
Herrmann, William A.	8	
Hess, Herbert J.	8	
Hill, Wilma	8	
Howard, David H.	8	for 2/3 time
Huey, J. Frances	8	
Hull, Marion A.	8	
Ireland, Ralph R.	6	
James, E. Nelson	8	for 2/3 time
Jameson, Hugh	8	
Jeffries, Dale E.	8	
Kallich, Martin I.	8	for 2/3 time
Kilpatrick, Julia	8	
King, James H.	5-1/3	and 3 weeks tentative
Kohler, Roderick G.	8	
Kurr, Doreen	8	and 5/8 time
LaBaw, Nye L.	8	
Lane, David O.	8	
Lane, Elizabeth C.	8	
Linder, Lorene M.	8	
Lloyd, John W.	3	tentative
Loughlin, Leo J.	8	for 1/2 time and 2 weeks tentative
MacLeish, Andrew	8	for 2/3 time
McAdam, Robert E.	10	
McClure, John H.	8	for 1/2 time
McCulloch, Mary K.	8	
McKinney, Earl H.	8	
Maedke, Wilmer O.	8	
Martin, James G.	8	
Melum, Verna V.	8	
Merritt, James W.	8	
Merry, Henry J.	8	for 1/3 time
Miller, Elwyn R.	4	and 3 weeks tentative
Miller, Herbert F.	8	
Mittler, Sidney	8	
Moran, Roger F.	8	
Muecke, Sarah Ann	8	
Murray, Donald McLeish	8	for 2/3 time
Myers, C. Mason	8	
Nelson, J. Howard	8	and 3 weeks tentative
Novak, Ralph S.	8	
Ober, Warren U.	8	for 2/3 time
O'Connor, Henry A.	8	
O'Connor, Marguerite	8	
Ogilvie, William K.	8	
Olive, Garnet D.	8	
Parson, Ruben L.	6	and 2 weeks tentative
Passmore, Lenora F.	8	
Pepinsky, Minerva H.	8	for 7/8 time
Pillon, Nancy B.	8	
Poor, Frederick A.	8	for 1/2 time
Powell, Marvin	8	
Quensel, Warren P.	8	
Quick, Otho J.	8	

Race, William C.	8	for 7/8 time
Reach, Damon D.	4	
Reinemann, Martin	8	
Rodney, Robert M.	8	for 2/3 time
Schreiner, Martha	8	for 3/4 time
Seat, William R., Jr.	8	for 2/3 time
Senteney, George W.	8	
Shearer, William M.	8	
Sherbenou, Edgar L.	8	
Shimabukuro, Shinkichi	8	
Shykind, Edwin B.	6	and 2 weeks tentative
Slan, Arnold A.	8	
Smith, Wilbur A.	8	for 4/8 time and 2 weeks tentative
Stevens, George P.	2	tentative
Stinson, James Robert	8	
Strawn, Cecil G.	8	
Stroup, Francis E.	8	
Sutton, William J. L.	8	
Syrek, Edward	3	tentative
Syverson, Genevieve B.	4	and 3 weeks tentative
Teller, Francis L.	8	for 1/2 time
Tink, Albert Kerby	8	
Tink, Helene V.	8	
Tischler, Herbert	2	tentative
Trager, Lela C.	8	
Tsao, Peter	11	
Turner, Caryl A.	8	
Twombly, John J.	8	
Vazquez-Bigi, Angel M.	8	
Vedder, Clyde B.	8	
Volberding, Eleanor	8	
vonZellen, Bruce W.	8	
Walther, LaVern A.	8	
Ward, James Merrett	4	and 3 tentative
Weaver, Allen D.	8	
Weeks, Dale H.	8	
Weigel, George D.	8	
Wells, Philip C.	11	
Welsh, Willard	8	
Wernick, Walter	8	
Whybrew, William E.	8	for 7/8 time
Wiggert, Elsie	6	
Wilderman, Raymond D.	8	
Williams, Babatunde	8	
Williams, Esther	10	
Williams, J. David	8	
Wilson, Agnes	8	
Woodruff, A. Bond	3	tentative
Woolschlager, Ruth B.	8	
Wrenn, John Morgan	8	
Yankow, Henry G.	8	and 2 tentative
Zimmerman, M. Nadine	8	
Staff member (replacement)	8	
Staff member (to be employed)	8	for 1/2 time

The above list excludes all those on an eleven and twelve months basis who are already under contract.

III. OTHER SCHOOL EMPLOYEES

New Positions

Reed Andrae, purchasing assistant III, University Food Services, @ \$600 per month, as of 1/3, per April (60) B.R., in lieu of purchasing assistant II.

Alice T. Holcomb, library clerk I, Library, @ \$260 per month, as of 1/3, per September (60) B.R.

Nancy J. Bewsey, library clerk I, Library, @ \$260 per month, as of 1/16, per September (60) B.R.

Florence B. Grom, library clerk I, Library, @ \$260 per month, as of 1/23, per September (60) B.R.

Rex A. Parker, assistant director of Housing, Housing Office, @ \$475 per month, as of 2/1, per June (60) B.R.

Replacements

Elaine Ayers, clerk-typist III, Business Services (Purchasing), @ \$275 per month, as of 1/1, replacing Betty Jackson, resigned 1/31

Constance M. Erickson, clerk-stenographer III, Housing Office @ \$300 per month, as of 1/1, replacing Maxine Thuestad, resigned 1/13

Marvel Blum, cashier I (temporary), Business Services (Cashier's Office), @ \$1.50 per hour for 69 hours, as of 1/3, replacing Faith Peura, on leave of absence

Judith E. Marshall, clerk-stenographer II, Alumni & Publicity, @ \$290 per month, as of 1/3, replacing Sharon Grady, resigned 12/23

William H. Meyer, kitchen laborer, Food Services, @ \$275 per month, as of 1/3, replacing Wilbert Krickeberg, resigned 12/15

E. James Sanderson, stores clerk, Physical Science, @ \$375 per month, as of 1/5, replacing Ervin Woods, transferred (position reallocated)

Warren R. Macauley, maintenance worker, Lorado Taft Field Campus, @ \$355 per month, as of 1/9, replacing William Mehlhausen, resigned 12/31

Reinhard S. Schundler, kitchen laborer, Food Services, @ \$285 per month, as of 1/17, replacing Samuel Naylor, resigned 1/6

David E. Towne, kitchen laborer, Food Services, @ \$275 per month, as of 1/17, replacing William Meyer, transferred

Paul Leifheit, Jr., policeman, Security & Traffic, @ \$330 per month, as of 1/23, replacing Robert Miner, resigned 12/31

Joan C. Cates, clerk-stenographer III, Student Health Service, @ \$300 per month, as of 1/23, replacing Dorothy Latimer, resigned 2/23

Virginia E. Sisco, clerk-typist II, Admissions, @ \$250 per month, as of 1/27, replacing Susan Thomas, resigned 12/1

Carol M. Cadie, clerk-typist II, Division of Business Services, @ \$260 per month, as of 1/30, replacing Helen Cates, transferred (position reallocated)

Phyllis A. Dyas, clerk-typist II, Dean of Women, @ \$260 per month, as of 2/1, replacing Constance Erickson, transferred (position reallocated)

Judith A. Mullis, typing clerk I, Typist Pool, @ \$130 per month, as of 2/1, replacing Frances Gustafson, transferred (1/2 time position)

Dorothy M. McConn, secretary (stenographic), Vice President - Instruction, @ \$370 per month, as of 2/1, replacing K. Lois Chiles, resigned 1/31

Helen A. Cates, accounting clerk II, Business Services (Accounting), @ \$310 per month, as of 2/1, replacing Ruth Moore, transferred (position reallocated)

William H. Meyer, kitchen laborer, Food Services, @ \$275 per month, as of 2/1, replacing Reinhard Schundler, transferred

James E. Roof, stationary engineer, Heating Plant, @ \$525 per month, as of 2/1, retroactive to 1/1, replacing Arnold Hayes, on sick leave

A. Doris Russell, cook, Food Services, @ \$225 per month, as of 2/6, replacing Angeline Smith, resigned 1/27

Severi A. Luhtala, janitor (temporary), Physical Plant, @ \$1.90 per hour for 67 hours, as of 2/7, replacing Karl Boe, on disciplinary suspension

Horace P. Williams, baker's helper, Bakery, @ \$280 per month, as of 2/10, replacing Bonnie LeMay, resigned 1/31

Phyllis R. Nordstrom, clerk-stenographer III, Alumni & Publicity, @ \$315 per month, as of 2/14, replacing Barbara Axelson, resigned 1/24

Marion L. Lingel, clerk-typist II, Placement, @ \$255 per month, as of 2/15, replacing Margaret McCaslin, resigned 2/28

A. Ruth Moore, payroll clerk II, Business Services (Personnel), @ \$300 per month, as of 2/15, replacing Sheila Adkinson, transferred

Bernita Menz, typing clerk II (temporary), Registrar's Office, @ \$260 per month, as of 2/22, replacing Barbara Halverson, resigned 2/28

Lois C. Teller, clerk-typist II, Bio. Science - Earth Science, @ \$260 per month, as of 3/8, replacing Sandra Williams, resigned 2/28

Romano Gelli, kitchen laborer, Food Services, @ \$275 per month, as of 3/8, replacing Robert Owen, resigned 3/5

Bernita Menz, typing clerk II, Registrar's Office, @ \$260 per month, as of 3/10, replacing Lois Teller, transferred

Carol K. Dunaway, clerk-typist II (temporary), Registrar's Office, @ \$260 per month, as of 3/20, replacing Barbara Halverson, resigned 2/28

Change of Status

Wilma W. Murray, switchboard operator (irregular), Business Services, @ \$1.50 per hour for 4 hours, as of 1/1

Robert J. Wenzel, draftsman (irregular), Physical Plant - Grounds, @ \$1.85 per hour for 105 hours, as of 1/1

Elaine L. Ayers, typing clerk II, Business Services (Inventory), @ \$255 per month, to clerk-typist III, Business Services (Purchasing), @ \$275 per month, as of 1/1

Constance M. Erickson, clerk-stenographer II, Dean of Women, @ \$275 per month, to clerk-stenographer III, Housing Office @ \$300 per month, as of 1/1

Mabel A. Lenz, housekeeper, Home Economics, from \$240 per month to \$270 per month, as of 1/1, per union negotiations

Frank J. Delmont, janitor, Physical Plant, from \$330 per month to \$360 per month, as of 1/1, per union negotiations

Duane E. Keene, janitor, Physical Plant, from \$330 per month to \$360 per month, as of 1/1, per union negotiations

Claude R. Moore, maintenance equipment operator, Grounds, from \$355 per month to \$385 per month, as of 1/1, per union negotiations

Stanley E. Erickson, maintenance equipment operator, Grounds, from \$355 per month to \$385 per month, as of 1/1, per union negotiations

Margaret L. Quensel, clerk-stenographer II, Library, from \$285 per month to \$300 per month, as of 1/1, completion of probationary period

Shirley L. Dirksen, nurse (irregular), Lorado Taft Field Campus, @ \$55 per week for three weeks, as of 1/3

Janet L. Breese, library clerk I, Library, from \$230 per month to \$240 per month, as of 1/5, completion of probationary period

Merille A. Joranlien, clerk-typist II, Student Health Service, from \$250 per month to \$260 per month, as of 1/5, completion of probationary period

Robert L. Parks, stationary fireman helper, Heating Plant, from \$395 per month to \$420 per month, as of 1/6, per union negotiations

Doris E. Hazenfield, clerk-stenographer II, English-Publications, from \$280 per month to \$295 per month, as of 1/7, completion of probationary period

Berniece E. Brasel, clerk-typist II, Typist Pool, from \$245 per month to \$260 per month, as of 1/11, completion of probationary period

Robert B. Johnson, janitor, Physical Plant, from \$330 per month to \$360 per month, as of 1/11, per union negotiations

Beverly J. Waite, clerk-stenographer II (irregular), Business Services, @ \$1.75 per hour for 24 hours, as of 1/11

Vivian J. Cook, janitress, Physical Plant, from \$240 per month to \$270 per month, as of 1/11, per union negotiations

Patricia A. Taylor, clerk-stenographer II, Audio-Visual Services, from \$280 per month to \$285 per month, as of 1/11, completion of probationary period

Wendell O. Crofoot, stationary fireman (temporary), Heating Plant, @ \$25.50 per hour for 176 hours, as of 1/13

Caroline E. Burke, clerk-stenographer I, Speech & Hearing Clinic, from \$235 per month to \$245 per month, as of 1/18, completion of probationary period

Carol Jean Craig, library clerk I, Library, from \$230 per month to \$245 per month, as of 1/18, completion of probationary period

Medra N. Rader, library clerk II, Library, from \$250 per month to \$265 per month, as of 1/20, completion of probationary period.

Marvel Blum, clerk-typist II (irregular), Registrar's Office, @ \$1.50 per hour for 36 hours, as of 1/30

Shirley L. Dirksen, nurse (irregular), Lorado Taft Field Campus, @ \$55 per week for one week, as of 2/1

Robert J. Wenzel, draftsman (irregular), Physical Plant - Grounds, @ \$1.85 per hour for 135 hours, as of 2/1

Mary Ellen Massier, typing clerk II, Housing Office, @ \$270 per month, to housing consultant, @ \$290 per month, as of 2/1

Barbara J. Lichty, tabulating Machine operator I, Statistical Services, @ \$270 per month, to tabulating machine operator II, @ \$290 per month, as of 2/1

George Svilar, groundsman, Grounds, from \$330 per month to \$360 per month, as of 2/1, per union negotiations

Kenneth W. Taylor, policeman, Security & Traffic, from \$330 per month, to \$360 per month, as of 2/1, per union negotiations

Dean K. Quarnstrom, janitor, Physical Plant, from \$330 per month to \$360 per month, as of 2/1, per union negotiations

Jeannene M. Eineke, clerk-stenographer II, Financial Aids, from \$280 per month to \$295 per month, as of 2/2, completion of probationary period

James F. Simon, purchasing assistant III, Business Services (Purchasing), from \$550 per month to \$575 per month, as of 2/9, completion of probationary period

Emma A. Baker, clerk-stenographer II, Physical Plant, from \$280 per month to \$295 per month, as of 2/24, completion of probationary period

Shirley A. Johnson, clerk-stenographer II, Industrial Arts, from \$255 per month to \$265 per month, as of 3/1, completion of probationary period

Doris Z. Burch, clerk-typist II, Neptune-North, from \$255 per month to \$270 per month, as of 3/1, completion of probationary period

Alice J. Baker, cook, Lorado Taft Field Campus, from \$225 per month to \$255 per month, as of 3/1, completion of probationary period

James A. Larson, duplicating service supervisor, Business Services (Duplicating), from \$460 per month to \$480 per month, as of 3/1, completion of probationary period

Shirley L. Dirksen, nurse (irregular), Lorado Taft Field Campus, @ \$55 per week for one week, as of 3/1

Robert J. Wenzel, draftsman (irregular), Physical Plant - Grounds, @ \$1.85 per hour for 161 hours, as of 3/1

James E. Roof, stationary engineer, Heating Plant, @ \$525 per month, to stationary fireman, @ \$470 per month, as of 3/1, return of regular engineer

Joshua J. Anding, janitor, Physical Plant, from \$330 per month to \$360 per month, as of 3/6, per union negotiations

Geraldine F. Bethel, clerk-stenographer II, Men's P.E., from \$265 per month to \$275 per month, as of 3/6, completion of probationary period

Rosemary N. Hedstrom, clerk-stenographer III, Special Education Consultant, from \$300 per month to \$310 per month, as of 3/6, completion of probationary period

Loretta M. Baden, clerk-typist II, Alumni & Publicity, from \$260 per month to \$270 per month, as of 3/7, completion of probationary period

Sue Ann Clark, library clerk II, Library, from \$255 per month to \$270 per month, as of 3/12, completion of probationary period

Nancy S. Walsh, clerk-typist II, Business Services (Personnel), from \$260 per month to \$275 per month, as of 3/12, completion of probationary period

Josephine Jansen, library clerk III, Library, from \$265 per month to \$280 per month, as of 3/12, completion of probationary period

Nancy A. Widlowski, clerk-stenographer II, Home Economics, from \$265 per month to \$270 per month, as of 3/14, completion of probationary period

Jillayne M. Peterson, library clerk II, Library, from \$255 per month to \$270 per month, as of 3/14, completion of probationary period

Beverly J. Roselieb, clerk-stenographer II, Business Education, from \$280 per month to \$295 per month, as of 3/19, completion of probationary period

Nada R. Lighthart, clerk-stenographer II, Counseling, from \$280 per month to \$295 per month, as of 3/19, completion of probationary period

Pamela A. Fagerson, clerk-typist II, Placement, from \$255 per month to \$270 per month, as of 3/19, completion of probationary period

Birdie V. Bertsos, clerk-typist II, Placement, from \$255 per month to \$270 per month, as of 3/19, completion of probationary period

Change of Name

Mary M. House, to Mary H. Olsen, as of 1/3

Sharen Lue Bemis, to Sharen Lue Gavin, as of 2/13

Return from Leave of Absence

Beverly J. Swanson, clerk-stenographer III, University Food Services, as of 1/1

Faith M. Peura, cashier I, Business Services (Cashier's Office), as of 1/23

Disciplinary Suspension

Karl Boe, janitor, Physical Plant, from 1/31 at noon through 2/14

Ralph Caldwell, janitor, Physical Plant, from 2/3 at 9 a.m. through 2/16

Return from Disciplinary Suspension

Samuel Naylor, kitchen laborer, Food Services, as of 1/3

Karl Boe, janitor, Physical Plant, as of 2/15

Ralph Caldwell, janitor, Physical Plant, as of 2/17

Resignations

Robert Miner, policeman, Security & Traffic, as of 12/31

William Mehlhausen, maintenance worker, Lorado Taft Field Campus, as of 12/31

Samuel Naylor, kitchen laborer, Food Services, as of 1/6 at 10 a.m.

Maxine Thuestad, clerk-stenographer II, Housing Office, as of 1/13

Marvel Blum, cashier I (temporary), Business Services (Cashier's Office)
as of 1/13

Beverly Waite, clerk-stenographer II (irregular), Business Services, as of 1/13

Barbara Axelson, clerk-stenographer III, Alumni & Publicity, as of 1/24

Angeline Smith, cook, Food Services, as of 1/27

Betty Jackson, clerk-typist III, Business Services (Purchasing), as of 1/31

K. Lois Chiles, secretary (stenographic), Vice President - Instruction, as of 1/31

Bonnie LeMay, baker's helper, Bakery, as of 1/31

Eugene Wade, accountant I, Business Services, as of 2/2

Marvel Blum, clerk-typist II (irregular), Registrar's Office, as of 2/7

Wendell Crofoot, stationary fireman (temporary), Heating Plant, as of 2/12

Severi Luhtala, janitor (temporary), Physical Plant, as of 2/17

Dorothy Latimer, clerk-stenographer III, Student Health Service, as of 2/23

Margaret McCaslin, clerk-typist II, Placement, as of 2/28

Sandra Williams, clerk-typist II, Bio. Science - Earth Science, as of 2/28
Barbara Halverson, clerk-typist II, Registrar's Office, as of 2/28
Madleain Whitney, cook, Food Services, as of 3/2
Robert Owen, kitchen laborer, Food Services, as of 3/5
Shelia Adkinson, payroll clerk I, Business Services (Personnel), as of 3/31

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To assist in additional work loads because of increased activity and summer conferences, we respectfully request approval to employ summer temporary employees in the following offices:

Admissions - 2 Clerk-Typists Registrar - 2 Clerk-Typists
Salary Range - \$225-300 - Payable from General Revenue Funds

Housing Office - 1 Clerk-Typist
Salary Range - \$225-300 - Payable from appropriate Bond Series

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Our internal budget for 61-62 will contain a request to employ one (1) Clerk-Typist (Range - \$225-300) in the offices of Duplicating Services. Because of the demands being placed upon and expanded services being offered by the department, we request permission to employ this person May 1, 1961. The salary is payable from available General Revenue Funds.

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Cleaning demands at Neptune Central Dining Room and Lounge have required the work of two custodial employees rather than one. Permission is requested to transfer one janitor position from General Revenue Funds to Bond Revenue Series '57. This does not result in the addition of any additional personnel to the staff.

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Permission is requested for Edwin Pantilla, who is currently on disability leave and whose disability benefits will cease on April 1, 1961, to be placed on retirement status as of April 28, 1962. At such time he will be at age 55 and eligible for retirement.

V. THE CURRICULUM

Summer Session, 1961 - Experimental Program

Northern is planning, in cooperation with the Illinois Division of Rehabilitation, an eight weeks summer experimental program as a pilot project in preparing blind teachers for assignments to regular classrooms. The purpose of the project is to discover the skills or techniques that a blind person has that would help him to be a more effective teacher and to provide other learning experiences. Northern's contribution to the project will be limited to the use of our facilities. The Illinois Division of Vocational Rehabilitation will underwrite the direct costs of the project.

Approval of the following to teach courses in the Graduate School

Department of Chemistry

Dr. William J. L. Sutton, Ph.D., Ohio State University

Department of Earth Science

Dr. Herbert Tischler, Ph.D., University of Michigan

Department of Journalism

Dr. Jeff Clark, Ph.D., State University of Iowa

Lorado Taft Field Campus

Dr. Donald R. Hammerman, Ed.D., Pennsylvania State University

Department of Political Science

Dr. Daniel Wit, Ph.D., Princeton University

Faculty - Graduate Assistants (Positions Previously Approved by the Board)

Department	<u>Resignations</u>	
	Name	Effective Date
Physical Education for Men	Emil C. Wolf	January 28, 1961
Visual Education	Roger W. McIntyre	January 28, 1961

Department	<u>Replacements and New Appointments</u>			
	Name	Effec. Date	Length	Monthly Salary
Art	Leonard Stach	2/6/61	4½ mo.	\$ 75.00
Biological Sci.	Marie Monkman	2/6/61	4½ mo.	75.00
Earth Sciences	John Livingston	2/6/61	4½ mo.	150.00
Education	Robert Capponi	2/6/61	4½ mo.	150.00
History	Terence McMurray	2/6/61	4½ mo.	150.00
Taft Campus	Robert Hinckle	2/6/61	4½ mo.	150.00
Phys. Educ. Men	Alan Eck	2/16/61	4 mo.	75.00
Physics	Wayne Ladendorf	2/6/61	4½ mo.	75.00
Psychology	Malcolm Bransky	2/6/61	4½ mo.	150.00

Extension Centers

We should like to recommend for approval the addition of five permanent graduate extension centers.

Franklin Park

Facilities are excellent, including library, classrooms, audio-visual education equipment and complete cooperation of the school administration. This center can also be used for holding classes for Motorola which Northern has been conducting.

Skokie

Located in densely populated area where administrators and teachers have for some time expressed a need for graduate courses. Facilities for all course work are excellent in the Niles Township High School. Skokie has a new library.

Park Forest

Situation is similar to that of Skokie in that large numbers of administrators and teachers are eager for graduate work. Library and classroom facilities are also excellent.

Barrington

Rapidly growing suburb with fine facilities (classroom, audio-visual and library) with a school population eager to promote graduate work.

St. Charles

Approved in April, 1953 as a temporary graduate center. Facilities are excellent and staff members of the schools as well as the Training School for Boys have requested graduate courses.

IX. PURCHASES

Periodicals for the period July 1, 1961 - June 30, 1962 for the Swen
Parson Library

Invitations were published to bid on periodicals for the library for the period July 1, 1961 through June 30, 1962. The director of the library prepared a list of titles which were planned for purchase which served as

the base bid. Anticipating that titles, not included in the base bid, would be requested by faculty members after July 1, 1961, a provision was made for bidders to quote discounts from publishers' prices for titles ordered in addition to those listed on the base bid.

	<u>Base Bid</u>	<u>Futures</u>
Miller News Service, DeKalb, Illinois	\$9,179.61 *	less 10% *
Moore-Cottrell Subscription Agencies, Inc. North Cohocton, N.Y.	9,282.08	less 10%
Reginald F. Fennell Subscription Service Jackson, Michigan	9,301.00	none
McGregor Magazine Agency Mount Morris, Illinois	9,491.70	none
Hanson-Bennett Magazine Agency, Inc. Chicago, Illinois	9,559.67	less 15%
F. W. Faxon Company Back Bay, Boston, Massachusetts	No bid	No bid

We recommend that a contract be awarded to Miller News Service, DeKalb, Illinois, for periodicals for the period July 1, 1961 through June 30, 1962 at prices quoted on their base bid; periodicals other than listed on base bid to be supplied at publishers, less 10%.

Payable from available funds, General Revenue, Library, Equipment budget.

* Signifies low bid recommended.

All bids were solicited in accordance with approved purchasing regulations.

Delivery Truck for Food Service

The volume of food and bakery goods deliveries for the Food Services Department has reached a point where a truck, especially designed for this type of service, is needed.

For two years we have been using an old station wagon from the Motor Pool to help with food deliveries. A panel truck, working out of Central Receiving, has also been assigned, part-time, to the food services operations. This truck is now needed full time for delivery work by Central Receiving.

With the opening of Central Neptune to full capacity in September, 1960, food services gained 40% in volume. When the new residence hall and University Center are opened in the autumn of 1962, there will be another gain exceeding 50%. Therefore, a truck is urgently needed for the full-time use of the Food Service Department.

Funds are available in Bond Revenue Series '50 to purchase a truck. We should like to have permission to secure bids for a truck suitable for the University Food Service Department.

X. MISCELLANEOUS

Out-of-state Travel by University Cars

A station wagon was driven to Miami for the period March 24-April 2 for the annual golf tournament and at the same time, the bus was driven to Louisiana for the spring baseball training period. This is routine but since there was no board meeting during March, permission was secured from Mr. Stipes, Dr. Browne, and Mr. Watson, resident board member for these trips.

Distribution of Contingency Funds

We should like to have permission to transfer \$109,000.00 from the Contingency Fund as follows:

Balance in Contingency	\$145,250.00
1. Awards and grants	\$19,700.00
2. Tuition refunds	2,300.00
3. Contractual services	41,000.00
4. Commodities	15,000.00
5. Printing	15,000.00
6. Equipment	<u>16,000.00</u>
	<u>109,000.00</u>
Balance in Contingency	\$ 36,250.00

Use of University Facilities

Use of university rooms and auditoriums by individuals or organizations associated with the university for extra-curricular purposes is subject to the following provisions:

The policy of Northern Illinois University is to encourage the timely and rational discussion of topics whereby the ethical and intellectual development of the student body and the general welfare of the public may be promoted and a due respect inculcated in the people for society at large and for the constituted government of the state and nation.

The use of university rooms and auditoriums may be granted to recognized persons or organizations for meetings or for lectures on topics of current interest under a guaranty that during such meetings or lectures there shall be no violation of the recognized rules of hospitality nor advocacy of the subversion of the government of the United States nor of the state, and that such meetings and lectures shall be in the spirit and expression worthy of the University.

No presentations or addresses shall be allowed which urge the destruction or modification of our form of government by violence or other unlawful methods or which advocate or justify conduct which violates the fundamentals of our accepted code of morals. Only representatives of political parties recognized in Illinois will be permitted the use of university facilities.

These regulations shall be administered as they apply to student organizations by the Student Activities Advisor and as they apply to staff by the Academic Vice-president with the understanding that they are designed to serve the educational interests of the academic community rather than the political interests of any party or candidate.

Application for use of university facilities by off-campus groups is to be made in writing to the office of the president.

Leslie A. Holmes
President

Report of
WESTERN ILLINOIS UNIVERSITY

April 17, 1961

I. STUDENTS

A. Enrollment, Spring Quarter, 1961*

	<u>Men</u>	<u>Women</u>	<u>Total</u>	<u>Total One Year Ago</u>
<u>Resident</u>				
<u>Undergraduates, full-time</u>				
Seniors	297	162	459	—
Juniors	269	173	442	—
Sophomores	366	211	577	—
Freshmen	486	334	820	—
Special	<u>4</u>	<u>6</u>	<u>10</u>	—
	1422	886	2308	—
<u>Undergraduates, part-time**</u>				
Seniors	17	21	38	—
Juniors	11	15	26	—
Sophomores	3	8	11	—
Freshmen	3	7	10	—
Special	<u>17</u>	<u>30</u>	<u>47</u>	—
	<u>51</u>	<u>81</u>	<u>132</u>	—
Total undergraduates	1473	967	2440	2315
<u>Graduate Students**</u>				
Full-time	14	4	18	—
Part-time	<u>75</u>	<u>29</u>	<u>105</u>	—
Total graduate students	<u>89</u>	<u>33</u>	<u>122</u>	<u>147</u>
Total resident students	1562	1000	2562	2462
<u>Campus School</u>				
Kindergarten	19	21	40	47
Elementary	162	174	336	335
High School	<u>93</u>	<u>110</u>	<u>203</u>	<u>212</u>
	274	305	579	594

* Completed 3/28/61

**Includes 2nd Semester Sat. & evening courses

Evening School (figures included in resident totals shown in foregoing)

Evening and/or Saturday only students: 51 undergraduates 101 graduate
 Daytime students with evening and/or
 Saturday only classes: 20 " 17 "

Full-Time Equivalent

	<u>Men</u>		<u>Women</u>		<u>Total</u>		<u>Total</u>
	<u>Indi- vidu- als</u>	<u>Full- time equiv.</u>	<u>Indi- vidu- als</u>	<u>Full- time equiv.</u>	<u>Indi- vidu- als</u>	<u>Full- time equiv.</u>	<u>Equivalent One Year Ago</u>
<u>Resident</u>							
Graduates	89	44.3	33	14.3	122	58.6	---
Under- graduates	<u>1473</u>	<u>1439.5</u>	<u>967</u>	<u>910.3</u>	<u>2440</u>	<u>2349.8</u>	---
	1562	1483.8	1000	924.6	2562	2408.4	2329
<u>*Extension</u>							
Graduates	36	12.7	40	13.3	76	26.0	---
Under- graduates	<u>36</u>	<u>9.0</u>	<u>161</u>	<u>40.5</u>	<u>197</u>	<u>49.5</u>	---
	<u>72</u>	<u>21.7</u>	<u>201</u>	<u>53.8</u>	<u>273</u>	<u>75.5</u>	
Total University Students	1634	1505.5	1201	978.4	<u>2835</u>	2483.9	
Total Campus School Students					<u>579</u>		
Grand Total					<u>3414</u>		

	<u>Spring Qr. '61</u>	<u>Spring Qr. '60</u>
No. of students who paid full fees	2311	----
No. of students who paid part fees	525	----
No. of students who paid part fees and part- time extension fees to equal full fees	12	----
No. of students who paid part-time extension fees	273	----

Veterans (included in foregoing)

	<u>Men</u>	<u>Women</u>	<u>Total</u>	<u>One Year Ago</u>
Public Law 894 (16)	0	0	0	2
Public Law 550	55	0	55	274
Public Law 634	6	8	14	3
Military Scholarships	<u>152</u>	<u>1</u>	<u>153</u>	<u>86</u>
	213	9	222	365

*Includes TV course and year long courses

B. Scholarship Students, Spring Quarter, 1961

	<u>Student Activity Fees</u>	<u>Graduation Fees</u>	<u>Registration Student Act. Ins., BR</u>
Teacher Education Scholarships	1,000	19	
Military Scholarships	147	8	
General Assembly Scholarships	15		
Special Education Scholarships	4		
Illinois Scholarship Commission			25

C. Classes with Fewer Than Ten Enrolled, Spring Quarter 1961

<u>Department</u>	<u>Undergraduate</u>		<u>Graduate</u>
	<u>1-4</u>	<u>5-9</u>	<u>1-4</u>
Agriculture		1	
Art		1	
Audio-Visual		2	
Biological Sciences		5	2
Business Education		1	
Chemistry		1	
Education		1	1
English and Journalism		6	4
Foreign Languages	2	4	
Geography	1		
Home Economics		1	
Industrial Arts		3	
Mathematics		3	
Music	1	1	
PE - Men	1	1	
PE - Women	1	6	
Physics		5	
Social Science		1	
Speech		<u>2</u>	
Totals	<u>6</u>	<u>45</u>	<u>7</u>

Most of the above courses are required, in sequence, or restricted because of the nature of the course or facilities available. In addition there are nine courses with enrollments under ten which constitute overload courses for the instructors.

II. Faculty

A. Retirements

1. According to the records of the University Retirement System of Illinois, the following faculty members will have reached the age of sixty-eight prior to September 1, 1961, and therefore, will be compulsorily retired as of that date:

Cecile Evans, Assistant Professor and Elementary Librarian
Margaret Schannenk, Assistant Professor and Supervising Teacher of
First Grade

B. Resignations

1. Rolland A. Ekena, Graduate Assistant in Biological Sciences, resigned at the end of the winter quarter in order to enter military service.
2. Phillip C. Worden, Instructor and Manager of Student Center and Housing, effective June 30, 1961.
3. Marjorie Molyneaux, Instructor and Supervising Teacher of Home Economics, effective June 3, 1961.
4. George Mach, Instructor of Chemistry, effective June 3, 1961.
5. D. Noel Brooks, Assistant Professor of Geography and Geology, effective June 3, 1961.
6. Robert L. Gregg, Associate Professor of Speech, effective at the close of the second summer term, 1961.

C. Not on Tenure and Not to be Reappointed

1. Roy A. Morgan, Assistant Professor of Education

D. Termination of One-Year or Other Temporary Appointments (1960-61)

1. James E. Alexander, Instructor, Geography (end of winter quarter)
2. Wesley D. Bair, Instructor, Physical Education
3. Grace Baker, Faculty Assistant, Library
4. Gladwyn L. Barrett, Instructor, Physics
5. Dorothy Dixon Burgard, Instructor, Education
6. Pearl Patterson Castle, Instructor and Supervising Teacher of Foreign Languages
7. Jackie C. Curless, Instructor, Business Education
8. John E. Dotterer, Assistant Professor, Mathematics
9. Ruby Richey Erwin, Instructor, Home Economics
10. Walter H. Eller, Associate Professor, Physics
11. Winifred Golden, Instructor, Speech
12. Wendell L. Hyde, Instructor, Physics
13. Diana Kline, Instructor, English
14. Winston C. Lacey, Instructor and Supervising Teacher of Fifth Grade
15. James L. Leibfried, Instructor, Social Sciences
16. Mildred Losasso, Faculty Assistant, Kindergarten
17. Frank J. Marchione, Instructor, Foreign Language
18. Virginia Mock, Instructor, Education (Reading)
19. Vera Gene Morris, Instructor, English (end of winter quarter)
20. Jean Morrow, Instructor, Biological Sciences
21. Frank J. O'Connor, Instructor, Audio-Visual Education
22. Florence L. Royster, Instructor, Home Economics
23. LeRoy J. Sanders, Instructor, Industrial Arts
24. Donald Scharfenberg, Instructor and Supervising Teacher of Art
25. Paul Scholl, Instructor, Audio-Visual Education
26. Lee Transier, Faculty Assistant, Guidance
27. Martha vanSteenderen, Instructor, Physical Education
28. Agnes Wessling, Instructor, Mathematics

E. Appointments for Spring Quarter, 1961

1. Mr. John E. Dotterer was employed as temporary Assistant Professor of Mathematics at \$840 per month for the spring quarter, 1961. This is a new position approved for the 1960-61 academic year but which was not filled earlier due to lack of qualified candidates. Mr. Dotterer holds the A.B. degree from Blue Ridge College, the A.M. from the University of Illinois, and has done additional graduate work at the University of Chicago. He retired from the staff of Manchester College in 1959 where he had served as professor and head of the mathematics department since 1919.
2. Mrs. Jean Morrow was employed as temporary Instructor in Biological Sciences for the spring quarter at \$400 per month for a two-thirds teaching load. Mrs. Morrow holds the A.B. from Park College and the M.S. from the State University of Iowa. She has had a number of temporary assignments on our staff previously. She is a replacement for Aristotel Pappelis, resigned.
3. Miss Sharlene Hobrock was appointed as Graduate Assistant in the Department of Physics for the spring quarter, 1961, at \$120 per month.
4. Mrs. Dorothy Dixon Burgard was employed as temporary Instructor in the Department of Education for the spring quarter, 1961, at \$300 per month for a half-time teaching assignment. This is a new position included in our 1960-61 budget but which has not been filled previously due to lack of qualified candidates. Mrs. Burgard received the B.Ed. and M.S. degrees from Western, and she retired recently as an assistant county superintendent of schools.

F. Appointments for 1961-62 Academic Year

1. Mr. William R. Astle is recommended for appointment, effective September,

1961, as temporary Assistant Professor in the Department of Mathematics as a replacement for A. Jerry Shryock, who has been granted sabbatical leave. Mr. Astle holds the B.S. degree from the State University of New York, New Paltz, and the M.A. (Teaching of Mathematics) from Teachers College, Columbia University. At present he is working toward the M.A. in Mathematics at the University of Illinois. He has taught in the public schools of New York City and South Huntington, New York. The recommended salary is \$740 per month.

2. Dr. Bernard J. Derwort is recommended for appointment as Associate Professor of Mathematics, effective September 1961, at a salary of \$1,100 per month. Dr. Derwort received the B.S. degree from the University of Akron and the A.M. and Ph.D. from St. Louis University. He comes to Western from the College of St. Thomas, St. Paul, Minnesota, where he has been on the staff since 1958. Prior to that he taught in the public schools of Richmond, Michigan; St. Louis University; and Ohio State University. He will replace John E. Dotterer.

G. Request to Enroll for Course

The following staff member has requested permission to enroll in a course for credit:

Ted L. Mullen to enroll for P.E. 228, First Aid and Taping, First Summer Term 1961

H. Faculty List for First and Second Summer Terms, 1961:

<u>Name</u>	<u>No. Months to be Employed</u>
Abbot, Richard R.	3
Arch, Marjorie	1/4
Ave, Harold C.	1-1/2
Baker, Grace I.	1-1/2
Barclay, Ralph E., Jr.	3
Barrett, Gladwyn E.	1-1/2
Bergstrom, John R.	3
Blackford, Paul W.	3
Blossom,, Charles B.	2-1/4
Buckley, Helen L.	1-1/2
Burke, Marjorie	1-1/2
Burton, William L.	3
Castle, John F.	3
Cay, Donald F.	3
Cheatham, Orie A.	1-1/2
Christoffersen, John	1-1/2
Clow, Robert J.	1-1/2
Conn, Kenneth E.	3
Conrey, George A.	3
Cordell, Howard W.	3
Covert, Warren O.	3
Crall, Howard W.	1-1/2
Donaldson, Leroy J.	1-1/2
Dufelmeier, Arthur	2-1/2
Dunlap, Sherry L.	1-1/2
Eckert, William D.	3
Evans, Cecile	3
Fagerlie, Anna Maria	1-1/2
Fentem, Arlin D.	3
Filson, Thomas N.	3
Fite, Olive	1-1/2
Flynn, Alberta J.	1-1/2
Gabler, Robert E.	3
Garrison, Theodore	3
Gecsy, Joann B.	1-1/2

<u>Name</u>	<u>No. Months to be Employed</u>
Gibb, Richard D.	1-1/2
Gingerich, Eleanor P.	1-1/2
Glasow, Ogden L.	1-1/2
Gould, A. Oren	3
Grandgeorge, Wm. N.	1-1/2
Gray, Mary Dent	1-1/2
Gregg, Robert L.	3
Griesenbrock, Herman, Jr.	3
Grindstaff, Roy R.	1-1/2
Gruber, Anna Marie	3
Haddock, Elmer C.	3
Hager, Calvin F.	3
Hardin, Richard L.	3
Harding, Robert N.	1-1/2
Hicken, Victor	3
Hipple, Rowena E.	1-1/2
Hohman, Howard R.	2
Houck, Glenn R.	1-1/2
Ingram, Anne	1-1/2
Jessee, Jack W.	1-1/2
Johnson, Vernon E.	3
Joyce, James N.	3
Keyes, Karl C.	1-1/2
Kiefer, Earl C.	1-1/2
Kowal, Barbara R.	1-1/2
Krong, Norman L.	3
Lacey, Winston C.	1-1/2
Leighty, Doris L.	1-1/2
Lipsey, William E.	1-1/2
Litchfield, Eugene H.	3
Loftin, Aimee M.	1-1/2
Lundvall, Merle	3
Martin, Kenneth R.	1-1/2
Masters, William M.	3
McKee, Mary Ellen	1-1/2
Mead, Clyde F.	3
Meline, Charles W.	1/2
Metcalf, Marcia D.	1-1/2
Mills, Lois P.	3
Mock, Gordon D.	3
Morgan, Roy A.	1-1/2
Morley, Leroy T.	3
Morrow, Jean	3
Mulder, George W.	1-1/2
Mullen, Ted L.	2
Mussatto, Harry	1-3/4
Nail, Elna Scott	1-1/2
Neeley, Nancy D.	1-1/2
Neu, Lucile	3
Nielsen, Maurice	1-1/2
Nolte, Sidney D.	3
#Nord, Dennis	3/4
O'Connor, Frank J.	1-1/2
Olsen, Arthur Robert	3
Olson, Norman C.	3
Osborn, Velva Jeanne	3
Parsons, John D.	3
Peterson, Jack A.	1-1/2
Pierson, Robert A.	3
Potter, O. Paul	1-1/2

Plus \$20 per month maintenance

<u>Name</u>	<u>No. Months to be Employed</u>
Prange, James W.	3
Raatjes, John	3
Reynolds, Juna L.	3
Ricci, Guy	3
Robinson, Lauretta J.	1-1/2
#Rosenberg, Guy F., Jr.	3
Ross, George E.	3
Sather, J. Henry	3
Savage, Elizabeth J.	1-1/2
Schannenck, Margaret	1-1/2
Scharfenberg, Donald F.	3
Scholl, Paul F.	1-1/2
Schormann, Marguerite	1-1/2
Schormann, Victor	1-1/2
Sebree, June L.	3
Shelton, Verne K.	1-1/2
Shive, James W.	1-1/2
Shult, Donald E.	1-1/2
Simpson, Victor	3
Sockler, Harry	2
Sollars, Velna	1-1/2
Sproull, Grace	1-1/2
Stiffler, Beth M.	1-1/2
STone, Wilson M.	3
Stull, Harriet C.	1-1/2
Suycott, Forrest D., Jr.	3
Swain, Paul B.	2-1/4
Swanson, Wendell L.	2-3/4
Taylor, Loren E.	1-1/2
Terrill, Jennette N.	1-1/2
Thomas, Ancil R.	1-1/2
Tuan, Render D. S.	3
Tucker, Raymond K.	3
Turner, C. Adam	3
Tyler, Violet M.	1-1/2
Vanderburg, Ray H.	3
Van Etten, Leslie J.	1-1/2
Vanni, Robert E.	1/2
vanSteenderen, Martha	1-1/2
Veleta, Richard K.	1-1/2
Vennard, Bruce I.	1-1/2
Viar, Don L.	1-1/2
Wanninger, Forrest I.	3
Wardell, Margaret	1-1/2
Warner, Richard A.	1-1/2
Warner, Wilma	1-1/2
Wendt, Arnold	3
Westover, John G.	3
Whitehead, Frances	1-1/2
Wiggins, Newton W.	3
Zimmerman, Fred W.	1-1/2
Gerdes, June	1
_____ (Adm. & Reg. Office)	1
_____ (Biol. Sciences)	3
_____ (Education, half-time)	3
_____ (Off Campus Supervision)	1-1/2
_____ (Off Campus Supervision)	1-1/2
_____ (Off Campus Supervision)	1-1/2
_____ (Off Campus Supervision)	1-1/2

Plus \$20 per month maintenance

III. OTHER EMPLOYEES

A. Resignation

1. Marguerite Eddington, Maid, WCS-130, effective February 17, 1961.
(Paid through noon, March 24, for sick leave and vacation.)

B. Leave of Absence

1. Lotus M. Hilton, Clerk Typist I, WCS-106, Tabulating Office, was granted leave of absence without pay from April 1 to May 1, 1961, for major surgery. (She will be paid on April payroll for six and one-half days' sick leave and one week's vacation due her.)

C. Retirements

1. According to the records of the University Retirement System of Illinois, the following employees will have reached the age of sixty-eight prior to September 1, 1961, and therefore, will be compulsorily retired as of that date:

Carl Monninger, Chief Plant Operating Engineer
Charles L. Nelson, Janitor
Roma F. Purdum, Janitor
Irene J. Wear, Laundry Worker

D. Temporary Appointments and Terminations

1. Carl B. Holstine, temporary Janitor, completed his temporary work assignment as of February 10, 1961.
2. Ruth Raymond was employed as temporary Laundry Worker from February 13 through February 15, 1961.
3. N. Frances Vincent was employed as temporary Maid February 15-20, 1961, and she was re-employed in the same capacity beginning February 27. The latter assignment will be terminated April 18, 1961.
4. Marion A. John was employed as temporary Groundsman effective March 30, 1961, at \$330 per month. He is replacing Robert Grim who is on sick leave.
5. Nancy A. Biggs was employed as temporary Clerk Typist I effective April 3, 1961, at \$250 per month as a substitute for Lotus Hilton who is on leave from the Tabulating Office.

E. Requests for Additional Positions

1. We respectfully request permission to create a new position of Clerk Stenographer I in the Bureau of Occupational Information and Placements effective April 18, 1961, at a beginning salary of \$250 per month. The work load in the Bureau has increased considerably, and the present clerical staff, consisting of one Chief Clerk and one Clerk Stenographer I, is not sufficient to provide the prompt and complete service that should be provided by this office. Personal Services Funds are adequate to provide for this position.
2. Permission is requested to employ two temporary Groundsmen for the six-months period beginning May 1, 1961. These are required for the additional grounds work that is necessary during the summer months, and it has been our practice for the past several years to employ two additional persons for this purpose. These employees will be paid from General Revenue - Personal Services at the rate for Groundsman as set by the agreement between the Teachers College Board and the union.

F. Changes in Classification, Duties and/or Salary

1. It is recommended that the classification of Mr. Fred R. Horrell, Supervisor of Buildings and Grounds, WCS-102, be changed to Stores Supervisor, effective May 1, 1961, at no change in salary.
2. It is recommended that Mrs. Ethel M. Wilson, Clerk Typist I, WCS-104, Business Office, be promoted to Clerk Typist II, effective May 1, 1961, at no change in salary.
3. It is recommended that Mrs. Luan Barry, Bookkeeping Machine Operator II, Business Office, WCS-76, be promoted to Bookkeeping Machine Operator III, effective May 1, 1961, at no increase in salary.
4. It is recommended that Mrs. Bernice Haynes, Clerk Stenographer I, Business Office, WCS-167, be promoted to Clerk Stenographer III with an increase in salary from \$250 to \$275 per month effective May 1, 1961.

G. Appointment

1. Laverna M. Ingles will be employed as Maid, WCS-130, effective April 19, 1961, at \$210 per month. She will replace Marguerite Eddington, resigned.

IV. THE ORGANIZATION

- A. Progress is being made in the drafting of a new faculty-administration constitution at Western, and this may involve some changes in the administrative organization plan.
- B. At a regular faculty meeting on March 15, 1961, the faculty approved the addition of a Department of Psychology to the program at Western.
- C. Effective September 1961, extension, Saturday, and evening courses at Western will be offered on the quarter basis in order to coincide with the registrations for regular campus classes and to provide superior services to part-time students.

VIII. STUDENT LIFE

A. Proposal for Changes in Staffing of Residence Halls

The Dean of Student Personnel Services, in analyzing the salaries, qualifications, and job descriptions of the personnel employed in residence halls, notes several details which call for a revision of the present program:

1. We are paying more in salaries to the Civil Service personnel now employed than we would for more qualified personnel not employed under Civil Service but employed with academic status.
2. We would use the academically qualified personnel as instructors to teach courses in guidance and counseling at the undergraduate level. This is an area to which we could give much attention in revising our curriculum in the School of Education.
3. We could use the academically qualified personnel to help administer tests, make test interpretations, provide counseling and academic advising to our incoming freshmen during the summer months. The personnel presently employed under Civil Service are not qualified to undertake this professional and greatly needed service.
4. We note that Western is presently paying \$410 permonth for a Civil

Service employee with less education than the students for whom she is responsible. At \$230 per month less we could employ a graduate student who is in training in the area of counseling and guidance. In another instance we are paying a Civil Service employee \$310 per month where a graduate student could be employed at \$180 per month. Please note that in this instance this Civil Service employee does not have a high school diploma.

5. All of the other universities under the Teachers College Board have their halls staffed with people who have Master's degrees or with personnel who are working on Master's degree programs.
6. By employing graduate students to replace Assistant Directors, we will be able to provide these students with the experiences they need to qualify them better professionally. In other words, we will be able to provide a laboratory experience to our students who are training for counseling positions in our public schools.

We recommend, therefore, that approval be given to the adoption of the above-described policy and that the present positions of Director and Assistant Director in our women's residence halls be abolished so that as early as possible we might employ qualified staff who can provide the counseling services we need in our educational program at Western Illinois University. Western would like to start the new program no later than July 1, 1962.

Analysis of the programs referred to in the foregoing:

Present Program				Proposed Program		
<u>Housing Unit</u>	<u>Title</u>	<u>Salary Per Month</u>	<u>Education</u>	<u>Academic Rank</u>	<u>Salary Per Month</u>	<u>Education</u>
1025 W. Adams	Asst. Director	\$410 plus room	High school	Graduate Assistant	\$180 plus room	BA+
501 W. Pierce	Asst. Director	\$310 plus room	Eleventh Grade	Graduate Assistant	\$180 plus room	BA+
Bennett	Director	\$460 plus room & board	Three years college	Instructor	\$520 plus room and board	MA
Bennett	*Graduate Assistant	\$180 plus room	BA+	Graduate Assistant	\$180 plus room	BA+
Grote	Director	\$440 plus room and board	BA+	Instructor	\$520 plus room and board	MA
Grote	Asst. Director	\$260 plus room & board	MA	Graduate Assistant	\$180 plus room	BA+
TOTALS		\$2,060 plus 6 room and 3 board			\$1,760 plus 6 room and 2 board	

In addition to teaching one course in guidance and counseling at the undergraduate level, the professional people under the proposed plan will be qualified to help in the testing, counseling, pre-registration, and pre-enrollment of the Freshmen Class during the summer months.

*Not presently filled.

Graduate Assistants available through the guidance and counseling degree programs.

IX. PURCHASES

A. Power Hoist

Bids were received as follows on freight elevator equipment to be used in the Fine Arts Building:

One Form 8-T, 2 ton, electric hoist (base mounted). Class R.H.U., 2-1/2 H.P., single speed at 18 R.P.M. for operation on 220/3/60 Testload 125% of rated capacity. To be included: 2-70' lengths of 3/8" 6 x 37 flexible improved plow steel cable with drum fastener attached one end and socket and link other end of each length; 2 Class "1" (2 ton capacity) sheaves complete with support; 1 overload limit switch; 1 geared upper and lower limit switch; 1 single speed pushbutton station for remote mounting; 1 2½ H.P. single speed magnetic motor controller for remote mounting (220/3/60 power circuit, 110 volt control circuit)

Shepard Niles Crane & Hoist Corp., Chicago	\$1,666.00
Hollister-Whitney Elevator Corp., Quincy	No bid
Duff-Norton Co., Charlotte, N.C.	No bid
Otis Elevator, Chicago	No reply
Long Elevator, Springfield	No reply
Elevator Mfg. Co. of America, Chicago	No reply

This was advertised in the state newspaper.

It is recommended that the bid of Shepard Niles Crane & Hoist Corp., be accepted. The expenditure will be made from General Revenue-Equipment as provided in the budget for Building Maintenance.

B. Replacement of Automotive Vehicles

Permission is respectfully requested to advertise for bids for:

1. One standard heavy duty 1½ ton truck to replace a Dodge stake truck, 1½ ton, purchased in 1952 (inventory #6935), which is in need of considerable repair. Funds are available in the budget of the Agriculture (B) Department.
2. One (1) 9-passenger station wagon of the Mercury, Oldsmobile, Buick, Pontiac class to replace 1959 Pontiac station wagon, 90,000 mileage (inventory #18,650). Expenditure will be made from income from bus operations (agency account).

X. MISCELLANEOUS

A. Use of University Automotive Equipment

Permission is respectfully requested to use university-owned automotive vehicles beyond the 600 mile limit as follows:

1. Audio-Visual Department: GMC bus for New England - Canadian Maritime Provinces Tour, June 15-July 14, 1961, total mileage of approximately 3,500 (1,500 miles in Canada and 2,000 in the United States).
2. Audio-Visual Department: GMC bus for Story of the West Tour, July 17-August 18, 1961, total mileage of 6,400, all within the United States.
3. Men's Physical Education Department: Station Wagon and Trailer by Harry Mussatto and members of the golf team to participate in National Golf Tournament, Houston, Texas, March 27 through April 3, 1961. Since there was no March meeting of the Board, we polled the members of Western's Advisory Committee by telephone on March 24, and received their approval for the trip.

4. Admissions Office: Automobile for Wesley C. Stevens and Terry Deatherage to travel to State College, Pennsylvania, to attend the College and University National IBM Session, May 6-11, 1961.

B. Robeson Estate

Western Illinois University received \$1,547.25 from the estate of Mrs. Lillian E. Phillips Robeson. We request the Board's approval to delegate to the Western Illinois University Foundation the authority to invest these funds and to use the income from the same to aid needy students (or student) in furthering their education.

A. L. Knoblauch
President

MINUTES OF THE MEETING OF THE TEACHERS COLLEGE BOARD
Northern Illinois University
DeKalb, Illinois

April 17, 1961

The regularly scheduled meeting of the Teachers College Board convened at 8:30 A.M., Monday, April 17, 1961, in Neptune Hall, Northern Illinois University, DeKalb, Illinois. Mr. R. A. Stipes, Jr., Chairman of the Board, presided.

Mr. Stipes called the meeting to order, roll was called and the following members answered present:

Mr. R. A. Stipes, Jr. Chairman	Mr. Morton H. Hollingsworth
Mr. Alexander Summers, Vice-Chairman	Mrs. Harriet Lowden Madlener
Mr. Clarence R. Ropp, Secretary	Mr. William E. Reed
Mr. Carl Dunbar	Mr. Chauncey B. Watson
Mr. Vernon L. Heath	

The following members were absent:

Mr. James A. Ronan	Mr. George T. Wilkins
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Also present were the following:

Dr. Leslie A. Holmes, President
Mr. Z. Harold Dorland
Northern Illinois University

Dr. Robert G. Bone, President
Mr. Preston Ensign
Illinois State Normal University

Dr. Quincy Doudna, President
Eastern Illinois University

Dr. A. L. Knoblauch, President
Mr. J. M. Grigsby
Western Illinois University

Dr. Richard G. Browne, Executive Officer
Mr. Richard F. Dunn
Mr. Arthur Samore
Teachers College Board

Mr. William P. Froom, the Board's appointee, was present representing newspaper coverage of this meeting.

Mr. Jack A. Alfeld, Assistant Director, Department of Finance, was also present.

In addition, the following, who had been designated by the Governor to membership on the Teachers College Board but whose appointments were not yet confirmed, were present:

Mr. William E. McBride
Mr. Noble Puffer
Mr. Paul Stone

Dr. Holmes asked for correction of the minutes of the meeting of February 20, in the motion approving a teacher-training program in special education by adding the word "educable", making it read, "educable mentally handicapped."

Mr. Watson moved approval of the minutes of the meeting of February 20, 1961, as corrected. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Aye	Mr. Summers	Absent
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Hollingsworth moved that Dr. Frederick H. McKelvey be appointed Executive Officer of the Teachers College Board effective September 1, 1961, and also be given the rank, with tenure, of Professor of Education at Northern Illinois University. The appointment as Executive Officer is at a salary of \$21,600 per year. Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Aye	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Dr. Browne reported that Dr. McKelvey was coming to work as of August 1, 1961. Mr. Hollingsworth suggested that he be paid as a consultant on a contractual services basis for one month. Board members agreed to this arrangement.

Mr. Stipes announced that the Board meeting in May would be held at Normal, on the 14th and 15th, instead of at Charleston as originally scheduled.

Mr. Stipes announced that there would be a dinner honoring Dr. Browne on May 15th, at Normal.

Dr. Holmes introduced two guests at this meeting, Mr. Joseph T. Marsh, of the Division of Regional Services, and Mr. Galen R. Meling, a faculty assistant.

Mr. Stipes welcomed Dr. McKelvey to the meeting at this time and advised him that he had just been officially appointed Executive Officer as of September 1, 1961. Dr. McKelvey responded with warm appreciation.

Mr. Stipes introduced the three newly appointed Board members explaining that because their appointments had not yet been confirmed by the Senate, they were attending this meeting as observers.

REPORTS OF OFFICERS OF THE BOARD

Dr. Browne presented his Report No. 92 as Executive Officer of the Board, which consisted of five parts: Part I, Agricultural Education in the Teachers Colleges; Part II, Student Health Insurance; Part III, Architect's Fees; Part IV, Activities of Central Office Staff (since January 1, 1961); and Part V, Legislation in the 72nd General Assembly.

Members expressed great interest in Part I, Agricultural Education, and it was discussed in some detail. Mr. Stipes asked Mr. Samore to bring in a new proposal for the Student Health Insurance which the Board might consider at its May meeting. After discussion, Board members agreed that the matter of fees paid to architects on revenue bond or auxiliary enterprise projects be referred to the Policy Committee.

Mr. Stipes thanked Dr. Browne for a very enlightening report and expressed especial gratitude for the research on the agricultural educational programs.

Mr. Stipes reported to the Board that President Henry had told him that the Speech Dr. Browne had given at a special meeting for some of the University of Illinois faculty was the best he had heard since he came to Illinois. Mr. Stipes asked Dr. Browne to give this speech at the next meeting of the Board,

Mr. Stipes expressed appreciation to Mr. Summers for serving as the Board's representative on the University Civil Service System Merit Board. Mr. Stipes recommended appointment of Mr. Ropp to represent this Board at the next two or three meetings of the Merit Board. He further recommended that Mr. Stone accompany Mr. Ropp to the Merit Board meetings and that following these two or three meetings, Mr. Stone be appointed as the Board's representative. Mr. Stipes explained that he recommended this arrangement to enable Mr. Stone to gain Board experience and added that both Mr. Ropp and Mr. Stone approved this arrangement.

Mr. Heath moved that Mr. Ropp be appointed as the representative of the Teachers College Board to the University Civil Service System Merit Board. Mr. Summers seconded the motion and it was unanimously carried.

Mr. Dunn presented the following Resolution:

WHEREAS, the Teachers College Board of the State of Illinois having jurisdiction over Northern Illinois University at DeKalb, Illinois, at its regular meeting held the 20th day of February, 1961, adopted a resolution awarding the plumbing contract on a Residence Hall - Group I, on the West Campus of said University to Fred Bond and directed the attorney for this Board to take appropriate action to recover from the Aetna Casualty and Surety Company which signed the bid or proposal bond on the bid for plumbing work as submitted by Graves & Graves, the difference between the bid of Graves & Graves and the bid of Fred Bond in the amount of \$11,714.00, and,

WHEREAS, a release and assignment has been submitted to this Board at this meeting, to be executed by a proper officer of this Board, upon delivery of which The Aetna Casualty and Surety Company has agreed to pay the said \$11,714.00, and,

WHEREAS this Board is advised by its General Counsel that said release and assignment are in proper form, NOW, THEREFORE,

BE IT RESOLVED by the Teachers College Board of the State of Illinois for Northern Illinois University at DeKalb, Illinois, that Richard G. Browne, Executive Officer of this Board, be and he is hereby authorized to execute the said release and assignment, and that Richard F. Dunn be and he is hereby authorized to deliver said release and assignment to The Aetna Casualty and Surety Company upon payment of the aforesaid sum of \$11,714.00, and,

BE IT FURTHER RESOLVED that said money when received shall be deposited to the credit of the construction fund of the following project:

Project No. CH-111.-101(D)
The Teachers College Board of the State of
Illinois, acting for and on behalf of Northern
Illinois University at DeKalb, Illinois.
Contract No. H(402)-464

Mr. Watson moved the adoption of the Resolution presented by Mr. Dunn. Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Aye	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Dr. Browne read the following letter dated March 22, 1961, addressed to the Board from Barcus, Kindred & Co.:

Re: \$4,000,000
Illinois State Normal University
Series of 1961 Bonds

Gentlemen:

This letter is being furnished for your files as a reminder that, if any of the bonds of this issue due 1996-2000 (the highest numbered and latest maturing bonds of the issue) are retired in advance of maturity by call, the interest cost advantage of the bid on which they were sold will be lost.

This arises from the fact that the \$955,000 bonds mentioned above bear no interest after 10/1/95 and the 3.9375% average interest rate of the bid on which the bonds were awarded is calculated to ultimate maturity of the bonds. The absence of any interest during the last part of the life of these \$955,000 bonds plays an important part in reducing this average interest rate to \$3.9375%.

Our recommendation that this bid be accepted was made only with the full knowledge that there was no requirement that the Board call any of these bonds in advance of maturity and that there are desirable alternatives thereto. These alternatives are

1. Use any surplus revenues to:

- (a) Call bonds of other issues with higher interest rates.
(There are \$10,042,000 outstanding bonds which are or will become callable and which have an interest rate in excess of 3.9375%. \$3,265,000 of these bonds are for Illinois State Normal University, and the remainder are for other schools.) If surplus revenues from one series are used for advance retirement of another series, appropriate bookkeeping entries can be made to permit ultimate equalization (if necessary or desirable) among the various series.
- (b) Call for and accept tenders on bonds of this 1961 issue.
This would permit advance retirement of those bonds tendered on the basis of lowest offering price, rather than the inverse numerical order basis required if bonds are called. This procedure can be successful only when the market is weaker than at the time the bonds were initially sold. Furthermore, it is undesirable generally to use this method at a time when the Board is actively financing new projects (because it invites investors to compete with one another in establishing the cheapest possible price for the Board's bonds). However the extenuating circumstances present in this Series 1961 issue would, I am sure, be recognized by investors and modify this disadvantage.
- (c) Negotiate with the holders of the bonds due 1996-2000 for their advance retirement at a price below par, which would then permit calling the remainder of the bonds of the Series 1961 issue in inverse numerical order. The ability to negotiate a price substantially below par for these bonds will, of course, depend upon market conditions at the time. However, in this connection it is of interest to note that these bonds have not yet been sold by the underwriter, which indicates that they might pass into the hands of an ultimate investor at an initial price substantially below par.

2. Eliminate surplus revenues by reducing charges made to students for the use of bonded facilities.

It is conceivable, of course, that conditions might in the future develop which would make it desirable to retire these long bonds (maturing 1996-2000) by call. However in the absence of any such special conditions, it would seem prudent to pursue the alternatives listed above, rather than retiring these bonds by call, and we are, therefore, giving you this detailed letter for your reference in future years.

Respectfully submitted,

BARCUS, KINDRED & COMPANY
Fiscal Agents for
The Teachers College Board

/s/ John Shields

John Shields

Mr. Hollingsworth moved that the letter from Mr. John Shields, Barcus, Kindred & Co., Chicago, be received and placed on file. Mr. Dunbar seconded the motion and it was unanimously carried.

REPORTS OF COMMITTEES

Graduate and General Curriculum Committee

Mr. Reed moved that permission be granted to Western Illinois University to make the following changes in the graduate program for the Department of English:

To drop the following courses:

- English 430G - Modern Drama
- English 574 - Creative Writing
- English 577 - Nineteenth Century American Literature

To add the following courses:

- English 410G - Drama - Beginning to Ibsen
- English 411G - Drama - Ibsen to Present
- English 575 - Prose Forms
- English 584 - American Renaissance
- English 585 - Rise of Realism in America
- English 586 - The American Critics
- English 587 - Studies in British Literature
- English 588 - Studies in American Literature
- English 589 - Problems in Shakespeare

Mrs. Madlener seconded the motion and it was unanimously carried.

Mr. Reed moved that Eastern Illinois University be given permission to cooperate with other universities throughout the United States in arranging for a series of lectures on campus to be delivered by Asian scholars. Mrs. Madlener seconded the motion and it was unanimously carried.

Mr. Stipes stated that he wished to interrupt the routine business of the Board at this point to express appreciation to the retiring Board members, Mr. Heath, Mr. Summers and Mr. Watson, for their services, and paid tribute to the work of each of these individuals. Each of these three members in his own way expressed the feeling that it had been a period of pleasant association.

BUILDING COMMITTEE

Mr. Dunbar, Chairman, moved approval of the following list of buildings to be constructed from the funds provided by the Universities bond issue:

Eastern Illinois University

Practical Arts Classroom Building	\$1,750,000
Science Building	1,600,000 *
Classroom Building for Academic Subjects	1,000,000
Clinical Services Building	350,000
Physical Plant and Service Building	200,000
Classroom Building for Physical Education	1,300,000
Dormitory (Part cost)	250,000
Acquisition of Land	85,000
Enlargement and Rehabilitation of Existing Buildings with fixed equipment installed	900,000

Illinois State Normal University

Physical Education Building (Part cost)	\$2,500,000 *
Science Building	1,800,000
Practical Arts Classroom Building	1,750,000
Physical Plant Building	250,000
Farm Buildings	175,000
Classroom Building for Academic Subjects	1,250,000
Greenhouse	75,000
Library Building Addition	500,000
Campus Development	700,000
Enlargement and Rehabilitation of existing buildings with fixed equipment installed	760,000
Acquisition of Land	350,000
Laboratory High School Building	2,000,000

Northern Illinois University

Classroom Building	\$1,100,000 *
Library Building Addition	900,000 *
Classroom Building for Women's Physical Education	2,300,000 *
Science Building	2,750,000
Practical Arts Classroom Building	1,750,000
Administration Building	1,000,000
Classroom Building	1,500,000
Heating Plant Addition	550,000
Greenhouse	55,000
Physical Plant Building	270,000
Buildings at the Lorado Taft Campus	220,000
Library Building Addition (Second Stage)	1,000,000
Communications-Security Building	40,000
Dormitory (Part cost)	500,000
Acquisition of Land	260,000
Campus Development	900,000
Enlargement and Rehabilitation of Existing Buildings with fixed equipment installed	560,000

Western Illinois University

Applied Sciences Classroom Building	\$1,750,000
Classroom Building for Academic Subjects	1,000,000
Clinical Services Building	350,000
Laboratory School	2,500,000
Physical Plant Building	100,000
Greenhouse	50,000
Physical Education Building (Part cost)	1,300,000
Enlargement and Rehabilitation of Existing Buildings with fixed equipment installed	1,000,000

* Indicates Emergency

Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Aye	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Northern Illinois University

Mr. Dunbar moved approval of preliminary plans and specifications for the Women's Physical Education Building, as presented by Samuelson & Sandquist, Architects, Chicago. Mr. Hollingsworth seconded the motion and it was unanimously carried.

Mr. Dunbar moved that S. W. Knetsch & Associates, DeKalb, be asked to prepare a priority list for continuous development of the campus. Mrs. Madlener seconded the motion and it was unanimously carried.

Mr. Dunbar moved approval of the following changes in assignments to architects in accordance with the recommendation of President Holmes:

Classroom Building for Special Education - Gilbert A. Johnson, Rockford
 Practical Arts Building - Samuelson & Sandquist, Chicago

and other assignments as follows:

Dormitory and Dining Hall, Lorado Taft Campus - Gilbert A. Johnson, Rockford
 Library, Second Addition - Gilbert A. Johnson, Rockford
 Physical Plant Building - Kenneth Thelen, DeKalb
 Residence Hall Group II, West Campus - Schaeffer, Wilson & Evans, Bloomington

subject to securing funds for the projects. Mr. Watson seconded the motion and it was unanimously carried.

Mr. Dunbar moved approval of the preliminary plans for rehabilitation of the Heating Plant and Extension of Steam Distribution System, as presented by Brown, Manthei, Davis & Mullins, Consulting Engineers, Champaign. Mr. Heath seconded the motion and it was unanimously carried.

Mr. Dunbar moved approval of minor changes, recommended by President Holmes, in the Campus Plan. Mr. Watson seconded the motion and it was unanimously carried.

Mr. Dunbar moved that Mr. Dunn, Legal Counsel, be authorized to work with the Park Board of the City of DeKalb, in regard to the property affected by the changing of the channel of the Kishwaukee River, by the U. S. Engineers. Mr. Watson seconded the motion and it was unanimously carried.

Mr. Dunbar moved approval of the following credits to the contract of Felmley-Dickerson Co., Bloomington, General Contractor for the Residence Hall Group I, West Campus:

Change in finish of ceilings of dormitory units	-	\$3,000.00
Elimination of mirrors, and placing of ceramic tile	-	612.00

for a total credit of \$3,612.00, to the Construction Contingency Fund, Series 60. Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Aye	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Dunbar moved approval of the following additions to the contract of Edward Gray Corp., Chicago, contractor for general work on the University Center, Central Campus:

Installation of folding partitions in the several multi-purpose rooms and two dining rooms	\$17,600
Plus architect's fees	1,007

Installation of passenger elevator	15,600
Plus architect's fees	893

for a total addition to contract in the amount of \$35,100.00. (Payable from Construction Contingency, Series 60.) Mr. Summers seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Aye	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Waston	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Dunbar moved approval of an addition in the amount of \$6,730.00, to the contract of H. P. Reger & Co., Chicago, contractor for Heating, Refrigeration, and Temperature-Control work, on the Residence Hall, Group I, West Campus, for a stand-by circulating pump on the heating system, intended for emergency use. (Payable from Construction Funds, Series 60.) Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Aye	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

ILLINOIS STATE NORMAL UNIVERSITY

Mr. Dunbar moved approval of an addition in the amount of \$652.50 to the contract of Frank Hubbard Co., Inc., Decatur, contractor for electrical work on Adkins-Colby Halls, for installing certain conduits in the basement floor for telephone service. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Aye	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Dunbar moved to accept the bid in the amount of \$61,800.00, submitted by Art-O-Lite Co., Galesburg, lowest responsible bidder, for extension of primary distribution loop; and to approve engineer's fees in the amount of \$3,708.00, for Brown, Manthei, Davis & Mullins, Champaign, for a total project cost of \$65,508.00. (Payable from Rehabilitation Funds released by Governor Kerner.) Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Aye	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Dunbar moved to accept the bid in the amount of \$3,231.00, submitted by J. L. Kingston & Sons, Bloomington, lowest responsible bidder, for replacement of roof on Heating Plant, subject to the release of Rehabilitation Funds by Governor Kerner. (\$3,231.00 of the \$75,000.00 released from Rehabilitation Funds for the extension of primary distribution loop is to be returned to the appropriation and request for this amount from Rehabilitation Funds made for the roof on heating plant.) Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Aye	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Dunbar moved approval of the following architectural firms to perform architectural services on buildings as listed, subject to securing funds for the projects:

- Farm Buildings -- Keith Middleton, Normal
- Practical Arts Building -- Keith Middleton, Normal
- East Side of Hovey Hall, Administration Building -- Schaeffer, Wilson & Evans, Bloomington

Mr. Watson seconded the motion and it was unanimously carried.

Mr. Dunbar moved approval for the securing of bids on a project to construct a pond on the University Farm. Mr. Ropp seconded the motion and it was unanimously carried. (Payable from Contractual Services and balance remaining in Contingency.)

EASTERN ILLINOIS UNIVERSITY

Mr. Dunbar moved approval for the architect, Lundeen & Hilfinger, Bloomington, to advertise for bids to be opened on Friday, June 2, at 2:00 P.M., for the Pemberton Hall Dormitory addition. Mr. Summers seconded the motion and it was unanimously carried.

Mr. Dunbar moved approval of an addition to the contract of Dorsey O. Crail & Sons, Charleston, contractor for remodeling the Health Services, in the amount of \$462.50, plus architect's fees, as follows:

- Furnish and install a solid toilet partition in Recovery Room - - - \$195.00
- Install light fixture & switch in dressing area off Dr. Heath's office; remove certain clear glass and replace with obscure glass; repaint existing doors - - - - - \$267.50
- (Payable from Contractual Services.)

Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Aye	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Dunbar moved that approval be given to have plans and specifications drawn and bids obtained on stage rigging and main drapes for the stage in the Lantz Gymnasium. (Subject to the release of Rehabilitation Funds by Governor Kerner.) Mr. Heath seconded the motion and it was unanimously carried.

Mr. Dunbar moved that approval be given to advertise for roof and gutter repairs in Pemberton Hall, Lantz Gymnasium, and the Heating Plant. (Subject to the release of Rehabilitation Funds by Governor Kerner.) Mrs. Madlener seconded the motion and it was unanimously carried.

Mr. Dunbar moved that approval be given to have plans and specifications drawn for a new boiler, by Brown, Manthei, Davis & Mullins, Engineers, Champaign, subject to the availability of funds for the project. Mr. Hollingsworth seconded the motion and it was unanimously carried.

Mr. Dunbar moved that permission be given to have Lundeen & Hilfinger, Architects, Bloomington, prepare plans and specifications and obtain bids, on the extension of storm sewer, to be presented at the June Board meeting. Mr. Reed seconded the motion and it was unanimously carried.

Mr. Dunbar moved that permission be granted to have Brown, Manthei, Davis & Mullins, Engineers, Champaign, draw plans and specifications for air conditioning of the Library, Blair Hall Class Room Building, and the Art-Speech Wing of the Fine Arts Center, subject to the availability of funds for the project, plans to be presented to the Board as soon as possible. Mr. Summers seconded the motion and it was unanimously carried.

WESTERN ILLINOIS UNIVERSITY

Mr. Dunbar moved approval of a change in the plans and specifications and addition in the amount of \$1,888.00, to the contract of Fred Harber & Sons, Peoria, General Contractor for the Library, to provide a roof for the open terrace on the Fifth Floor. (Payable from funds appropriated for the project.) Mr. Heath seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Heath	Aye	Mr. Ronan	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Aye	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Mr. Dunbar moved approval of the recommendation to name the new Library "Memorial Library." Mr. Summers seconded the motion and it was unanimously carried.

Mr. Dunbar moved that the Board concur in the action of the Building Committee which awarded contract in the amount of \$6,444.00, for the rehabilitation of athletic field electrical system, to John Maple, Jr., Fairbury, lowest responsible bidder, plus payment of engineer's fees in the amount of \$386.64 to Brown, Manthei, Davis & Mullins, Champaign. (Payable from Revenue Bond Series 1950.) Mr. Watson seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Aye	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Members discussed the matter of requesting prospective students to make a deposit with their application and referred this to the Policy Committee for recommendation.

REPORTS OF PRESIDENTS - Northern Illinois University

Dr. Holmes presented the report for Northern Illinois University.

Mr. Watson moved approval of the report for Northern Illinois University, as presented by President Holmes. Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Aye	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

Dr. Holmes presented a request to pave the parking lot next to the football field, explaining that this matter had been brought to his attention too late to be considered by the Building Committee at its meeting on Sunday. Mr. Stipes obtained approval by the Building Committee and the following motion was made.

Mr. Dunbar moved that approval be given for S. W. Knetsch & Associates, DeKalb, to prepare plans and specifications, advertise for bids and present them to the next meeting of the Board, for the paving of the parking lot next to the football field. (Payable from Parking Fees.) Mr. Watson seconded the motion and it was unanimously carried.

ILLINOIS STATE NORMAL UNIVERSITY

Mr. Ropp moved that the Board give approval to a new seal for Illinois State Normal University, in accordance with the recommendation of President Bone. Mr. Watson seconded the motion and it was unanimously carried.

Mr. Reed moved approval of the report for Illinois State Normal University, as given by President Bone. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Aye	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

EASTERN ILLINOIS UNIVERSITY

Dr. Doudna presented the report for Eastern Illinois University and asked for addition of another item to X, MISCELLANEOUS, Transfer of Contingency Funds, \$12,000 from Contingency to Printing, Stationery, and Office Expense.

Mr. Summers moved approval of the report and addition requested by President Doudna, for Eastern Illinois University. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Aye	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

WESTERN ILLINOIS UNIVERSITY

Dr. Knoblauch presented a copy of a paper on Cumulative Grade Point Averages for information of Board members.

Mr. Dunbar moved approval of the report for Western Illinois University, as presented by President Knoblauch, with the deletion of Item V, The Curriculum; and Item VI, Buildings and Grounds, and C and D, Under X, MISCELLANEOUS. Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ronan	Absent
Mr. Heath	Aye	Mr. Ropp	Aye
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mrs. Madlener	Aye	Mr. Summers	Aye
Mr. Reed	Aye	Mr. Watson	Aye
	Mr. Wilkins	Absent	

The motion was unanimously carried.

There was some discussion of the food service at Western which is contracted by Saga Food Service Co. Dr. Knoblauch reported that negotiations were under way for the next year and no doubt would be completed at an early date.

Mr. Stipes commended the new Board members for their patience and willingness to attend the meetings on Sunday and the regular Board meeting on Monday. Mr. Puffer, Mr. McBride, and Mr. Stone responded with appreciation for the opportunity to attend these meetings.

Mr. Stipes thanked the presidents for their willingness to come to Springfield whenever needed on legislative matters commending them especially because of the short notice as to when and where they would be needed.

There being nothing further to come before the meeting at this time, Mr. Stipes declared the meeting adjourned until the next regularly scheduled meeting at Illinois State Normal University, Normal, Illinois, on Monday, May 15, 1961.

R. A. Stipes, Jr.
Chairman

Clarence R. Ropp
Secretary

REPORT OF
EASTERN ILLINOIS UNIVERSITY

May 15, 1961

II. FACULTY

A. Summer School, 1961, Additions and Changes

1. Add John Bradbury for 1 month (July)
2. Add Joseph E. Carey for 2 1/2 months
3. Add Velma V. Cox for 2 1/2 months
4. Add Robert W. Hussey for 1/2 month additional
5. Delete Ann E. Jackson
6. Delete Francis W. McColl
7. Delete F. R. McKenna
8. Add M. Lee Steinmetz for 3/4 month
9. Add Donna R. Ricchiardi for 2 1/2 months
10. Add Vanlou Trank for 2 1/2 months
11. Delete Lorene Ziegler
12. Alfred M. Potts, Ed.D., Rutgers University, as Visiting Associate Professor of Education at a salary of \$840.00 per month for two and one-half months. Dr. Potts is on the staff of the Department of Education, State of Colorado.

B. Faculty Request to Take University Course

1. George Wasem, Assistant Director of the University Union, requests permission to take a course during the spring quarter and to do student teaching during the summer quarter.

C. Retirements

1. Jessie M. Hunter, Assistant Professor of Business, will retire at the close of the summer quarter. Miss Hunter has served on the faculty at Eastern since 1934.

D. Resignations

1. John F. Bradbury, Instructor and Librarian, resigned effective July 31, 1961, in order to accept a position as library counselor in the Cicero, Illinois, Schools.
2. Ralph M. Perry, Associate Professor of Foreign Language, resigned effective at the close of the spring quarter, 1961, in order to accept a position at Hope College where he will be head of the Foreign Language Department.
3. Patricia Wainwright, Instructor of French in the Laboratory School, resigned effective at the close of the spring quarter, 1961.
4. William B. Barrett, Instructor of Business, resigned effective June 1, 1961, in order to continue his graduate study. (Mr. Barrett has been on leave without salary during the 1960-61 academic year.)
5. Mary I. Francis, Instructor and Coordinator of Student Teaching in Business, resigned in order to continue her graduate study. (Mrs. Francis has been on a provisional leave without salary for the academic year 1960-61.)

E. Not on Tenure and Not Re-Appointed

1. Gertrude A. Myers, Assistant Professor of Physical Education for Women.

F. Leaves of Absence

1. Gertrude A. Hendrix, Assistant Professor and Coordinator of Student Teaching in Mathematics, continued leave of absence without salary through August 31, 1962. (Approved on January 19, 1959)
2. James M. Thompson, Professor Business, continued leave (terminal) without salary through August 31, 1962. (Approved on April 25, 1960)
3. James E. Bealer, Instructor and Residence Hall Counselor, leave of absence without salary for two years beginning July 1, 1961, with the understanding that reappointment will be made if an appropriate position is available and he is recommended for the post by his immediate supervisor.

G. Returned from Leaves

The following persons are expected to return to duty after leaves of absence during the 1960-61 year:

1. Kenneth E. Damann
2. Arthur U. Edwards
3. Melvin O. Foreman
4. Virginia W. Hyett
5. Francis W. Palmer

H. Substitutes for 1961-62

1. Clinton A. Sheffield, B.S., State Teachers College, Moorhead, Minnesota, 1947; M.A., Teachers College, Columbia University, 1951; as Instructor and Visiting Coordinator of Art at a salary of \$820.00 per month for nine and one-third months beginning August 24, 1961, substituting for Cary I. Knoop, on sabbatical leave. Mr. Sheffield is on the staff of the State Teachers College, Dickinson, North Dakota.
2. Betty Stoops, A.B., Indiana University, 1941; M.S. in Ed., 1946; Ed.D., 1960; as Substitute Associate Professor of Education at a salary of \$940.00 per month for nine months beginning September 4, 1961, substituting for Verne Stockman and Donald Rothschild, on sabbatical leaves. Miss Stoops was a lecturer at Southern Illinois University this past year.
3. Charles Pettypool, M.A., continue as Substitute Assistant Professor and Coordinator of Student Teaching in Mathematics at a salary of \$840.00 per month for nine and one-third months, beginning August 24, 1961, substituting for Gertrude Hendrix, on leave. (Salary for one-third time in August at old salary rate of \$780.00 per month.)
4. Jack W. Crews, B.S. in Ed., Eastern Illinois University, 1950; M.S. in Ed., 1961; as Substitute Instructor of Music at a salary of \$740.00 per month for nine months beginning September 4, 1961, substituting for George S. Westcott, on sabbatical leave. Mr. Crews has had several years of public school teaching experience.
5. Walter S. Lowell, B.S., Western Michigan University, 1948; M.A., University of Michigan, 1953; Ed.D., Michigan State University, expected in August, 1961; as Substitute Assistant Professor of Physical Education for Men at a salary of \$800.00 per month for nine and one-fourth months beginning August 28, 1961, substituting for Robert A.

Carey, on sabbatical leave. Mr. Lowell has had several years of public school teaching experience.

I. Replacements

1. Wallace E. Kelly, B.S. in Ed., Eastern Illinois University, 1958; M.S., University of Illinois, 1960; as Instructor of Business, at a salary of \$700.00 per month for nine months beginning September 4, 1961, replacing William Barrett, resigned. Mr. Kelly substituted in this position on our staff this past year.
2. D. Elaine Jorgenson, A.B., Colorado State College, 1957; A.M., 1961; as Instructor of Home Economics at a salary of \$780.00 per month for nine months beginning September 4, 1961, replacing Wineva C. Davis, resigned. Miss Jorgenson has been a teaching fellow at Colorado State College this past year.
3. Dale A. Level, Jr., B.S. in Ed., Eastern Illinois University, 1954; M.S., Purdue University, 1956; Ph.D., 1959; as Assistant Professor of Speech at a salary of \$780.00 per month for nine months beginning September 4, 1961, replacing J. Glenn Ross, on disability leave. Dr. Level has been teaching at Tennessee Polytechnic Institute.
4. George L. Cunningham, B.Eng., Tulane University, 1944; M.S., University of California, 1947; Ph.D., 1950; as Associate Professor of Chemistry at a salary of \$960.00 per month for nine months beginning September 4, 1961, filling a position left vacant by the retirement of Jessie Hunter. Dr. Cunningham has had eleven years of college teaching experience, the most recent at Southwestern State College, Weatherford, Oklahoma.
5. Howard L. Unterbrink, B.S. in Ed., Eastern Illinois University, 1960; as Faculty Assistant and Assistant Director of the University Union at a salary of \$460.00 per month for ten months beginning September 1, 1961, replacing George Wasem, resigned. Mr. Unterbrink served as a student assistant in the Union this past year.

The following are vacant positions which we expect to fill:

6. Social Science (for Law)
7. Music Supervisory Teacher in Laboratory School (for Noorman)
8. Ninth Grade Supervisory Teacher in Lab. School (for E. Kniskern)
9. Social Science (for Coleman, C.)
10. Speech (for Buck)
11. Third Grade Supervisory Teacher in Lab. School (for Rouse)
12. Library (for Bingham)
13. Art Supervisory Teacher in Laboratory School (for Fife)
14. French in Laboratory School (for Wainwright)
15. Library (for Bradbury)
16. Foreign Language (for Perry)
17. Physical Education for Women (for Myers)
18. Business (for Thompson)

J. New Positions

The following positions have had previous board approval and we are now seeking candidates:

1. Internal Auditor (Approved April 25, 1960)
2. Director of Financial Aids (Approved April 17, 1961)
3. Dean of the Graduate School (Approved April 17, 1961)

Our biennial budget provides for twelve new positions to care for increased enrollment. Below we list 11 1/2 positions which we have filled or for which we are now seeking candidates.

1. L. Maxine Mann, B.S. in Ed., Southern Illinois University, 1950; M.S. in Ed., 1958; Ph.D., State University of Iowa, expected in 1961; as Assistant Professor of Education at a salary of \$840.00 per month for nine months beginning September 4, 1961. Miss Mann has had several years of public school teaching experience.
2. Emma Shepherd, B.A., Swarthmore College, 1952; M.A., West Virginia University, 1955; Ph.D., University of North Carolina, 1960; as Assistant Professor of English at a salary of \$720.00 per month for nine months beginning September 4, 1961. Miss Shepherd served as a substitute on our staff this past year.
3. George Woodyard, B.S. in Ed., Eastern Illinois University, 1954; M.A., New Mexico College of A. & M., 1955; as Instructor and Coordinator of Student Teaching in Foreign Language at a salary of \$760 per month for nine and one-third months beginning August 24, 1961. Mr. Woodyard has been teaching in the high school at Riverside, Illinois.
4. Bertha Coddington, A.B., Eureka College, 1952; M.S.L.S., University of Illinois, 1957; as Instructor and Librarian at a salary of \$700.00 per month for eleven months beginning July 1, 1961. Mrs. Coddington has been employed as librarian at California Western University. She served as a substitute here in 1958-59.
5. Mary R. Hartman, Instructor of Music, at a salary of \$600.00 per month for nine months beginning September 4, 1961. This position has been expanded from a one-half time position to a full-time position.
6. Richard E. Boyer, B.S. in Ed., Kirksville, Missouri, State Teachers College, 1954; M.A., 1957; Ph.D., University of Missouri, 1961; as Assistant Professor of Social Science at a salary of \$720.00 per month for nine months beginning September 4, 1961. Mr. Boyer taught this year at Westminster College, Fulton, Missouri.

The following positions are ones we expect to fill:

7. Library
8. Mathematics
9. Physical Education for Women
10. Physics
11. Social Science (economics)
12. Zoology

K. Promotions for 1961-62

The following promotions are recommended, to be made effective July 1, 1961:

1. To Professor
 - a. Verne Stockman, Ed.D., Education
 - b. Lester R. VanDeventer, Ed.D., Mathematics
 - c. Donald L. Moler, Ph.D., Education
 - d. James F. Giffin, Ph.D., Business
2. To Associate Professor
 - a. James Robertson, D.Ed., Student Teaching
 - b. Jon Hopkins, Ph.D., Speech
 - c. Lavern Hamand, Ph.D., Social Science
 - d. Alan R. Aulabaugh, Ph.D., Music

3. To Assistant Professor

- a. Donald A. Kluge, M.A.2, Dean of Men
- b. Phillip Settle, M.F.A.1, Laboratory School
- c. Jack Kaley, M.S.Ed.1, Physical Education for Men

L. Tenure

The following persons are recommended for tenure as of July 1, 1961:

1. Weldon N. Baker, Ph.D., Associate Professor of Chemistry
2. Lavern M. Hamand, Ph.D., Assistant Professor of Social Science
3. John B. Hodapp, Pe.D., Assistant Professor of Physical Education for Men
4. Jack Kaley, M.S.Ed.1, Instructor of Physical Education for Men
5. Donald A. Kluge, M.A.2, Instructor and Dean of Men
6. Glenn A. McConkey, Ph.D., Associate Professor of Social Science

M. Faculty Assistants, 1961-62

The following persons are recommended for employment for twelve months during the 1961-62 fiscal year, unless indicated otherwise:

<u>Name</u>	<u>Deg.</u>	<u>Department</u>	<u>Mo.Sal.</u> <u>60-61</u>	<u>Mo.Sal.</u> <u>61-62</u>
Gibson, Luther R.	BS	Physics	\$540	\$580
Tucker, Charles	BS	Chemistry	450	500
McKenna, Lucille	MA	Library	210 (11)	210 (11)
Fedor, Audrey	BA	Library	210 (11)	220 (11)
Shull, Mary B.	MM	P.E. - Women	280 (9)	280 (9)

N. Graduate Assistants, 1961-62

The following persons are recommended for employment for nine months of the academic year at a salary of \$120.00 per month. Vacant positions which we expect to fill are also listed.

<u>Name</u>	<u>Department</u>
Joseph W. Vits	Art
Lewis Crane	Audio-Visual Center
_____	Business
_____	Dean of Students
Terry Shepherd	Education
Joseph V. Strunka	Geography
_____	Industrial Arts
_____	Laboratory School
_____	Laboratory School
_____	Mathematics
Barbara E. Webb	Music
Arlen Roberds	Music
Dixie M. Leden	Music
Donald D. Oberg	Physical Education for Men
Clark Leden	Physical Education for Men
Delvin Walden	Physical Education for Men
Gerald Casey	Physical Education for Men
Fred E. Gaines	Physical Education for Men
Josh Ruga	Physical Education for Men
_____	Physical Education for Women
_____	Remedial Reading
Christine Reid	Speech
William Tucker	Speech
_____	Student Publications
_____	Testing Services

III. OTHER EMPLOYEES

A. Resignations

1. Margaret McGurty Buckler, Clerk Stenographer I in the Dean of Students Office, resigned effective May 15, 1961.

B. Disability Leave

1. Norma M. Stites, Cook in Lincoln-Douglas Halls, disability leave as of May 13, 1961.
2. Bertha W. Anderson, Janitress, disability leave as of May 19, 1961.

C. Termination of Temporary Employment

1. B. Lynn Harrison, Clerk Stenographer I in the Health Service, employment terminated as of April 30, 1961.

D. Returned from Leave

1. Loretta Sims, Clerk Stenographer I in the Health Service, returned to duty as of May 1, 1961.

E. Replacements

1. Prudence Hudson, Clerk Stenographer II in the Dean of Students Office, replacing Margaret Buckler, resigned, effective May 1, 1961.
2. Wanda Hughes, Clerk Typist I in the Records Office, transferred to Clerk Stenographer II in the Dean of Students Office, at a salary of \$285.00 per month beginning May 1, 1961 replacing Prudence Hudson, transferred.
3. Ruth Wuersch, Janitress, replacing Bertha Anderson, on disability leave, effective May 1, 1961.
4. Bessie White, Maid in Lincoln Hall, transferred to Janitress at a salary of \$240.00 per month effective May 1, 1961, replacing Ruth Wuersch, transferred.
5. Maydean Bailey, Maid, at a salary of \$185.00 per month beginning May 1, 1961, replacing Bessie White, transferred.

F. New Appointments (Positions Previously Approved)

1. Gail L. James, Clerk Stenographer I in the Admissions Office, at a salary of \$240.00 per month beginning May 1, 1961. (Position approved April 17, 1961.)

G. Temporary or Intermittent Appointments

1. Doris Grant, Cook's Helper, on intermittent basis as of April 12, 1961, at a salary rate of \$185.00 per month.
2. Paul McQueen, Temporary Stores Clerk, at a salary of \$275.00 per month beginning April 26, 1961, substituting for Earl Mullen, on sick leave.
3. Goldie James, Temporary Maid, change in status to intermittent.

H. Change in Salary

1. Robert W. Nolan, Groundsman, increase in salary to \$360.00 per month effective April 1, 1961, in accordance with the union agreement.

I. Change in Name

1. Patricia Anne Bell, Clerk Typist I in the Men's Physical Education Office, to Patricia Anne Cox.
2. Margaret McGurty, Clerk Stenographer I in the Dean of Student Office, to Margaret Buckler.

IV. ORGANIZATION

A. Administrative Reorganization

A sheet showing the administrative reorganization as I now propose it was submitted recently to all board members. I have been working at this for some time and this past year reorganization has been the subject of study by faculty members, members of the administrative staff and special committees.

The dates on the chart indicate the tentative time for appointment of certain officials and hence the time for implementation of corresponding features of the reorganization. Permission is requested now to abolish the positions, Dean of the Faculty; Assistant to the Dean; Associate Dean, Teacher Education and Placement; Assistant in Teacher Education and Placement; and create and fill the positions labeled, "1961." It should be pointed out that most of the positions represented are not new. Included in the biennial budget was \$36,000 for the biennium, for which I had expected to ask for approximately three half-time positions. Assuming that all "1961" positions are filled from our present staff, except the Director of Financial Aids, the net cost to the budget would be that one position.

Some adjustment will need to be made in certain teaching departments, depending on appointments made. These can be made within existing budgetary authority.

V. CURRICULUM

A. Non-Credit Courses

In our report for June 27, 1960, we requested permission to offer a limited number of non-credit adult courses during the 1960-61 academic year, which we hoped would be largely self-supporting. I report here on these classes and request permission to continue a program of this nature.

We scheduled four classes, one each quarter, as follows: Beginning Russian, Wood Finishing, Philosophy and Ceramics. The class in Wood Finishing was cancelled because of low enrollment. The others had 20, 26 and 10 students, respectively. For the Russian course, we charged \$2.00 per meeting per student for eight weeks. We paid the teacher \$160.00 since this was in excess of her regular load. (She was a temporary teacher here only for the summer.) For the other two courses, we charged only the regular fee that would have been charged for credit courses, namely \$12.50 per course, and the teachers had released time to teach these classes.

We find that there is not a heavy demand for non-credit courses in the area, but we should like permission to continue trying to meet the demand as it arises, offering these on a self-supporting basis with bonus payment to the teacher.

IX. PURCHASES

A. Pick-Up Truck, with Trade-In

Bids have been received as follows on the purchase of one 3/4-ton pick-up truck, with the trade-in of one 1-ton 1948 International pick-up truck and one 1951 Chevrolet sedan.

<u>Name of Company</u>	<u>Base Bid</u>	<u>Trade-In</u>		<u>Net Bid</u>
		<u>Truck</u>	<u>Sedan</u>	
Rasmussen Chevrolet Co. Mattoon	\$2112.55	\$220.31	\$300.00	\$1592.24
Lindley Chevrolet Co. Charleston	\$2194.80	\$330.00	\$229.80	\$1635.00

We recommend purchase from the lowest responsible bidder, Rasmussen Chevrolet Company of Mattoon, at a net cost of \$1592.24, with payment to be made from Equipment funds, Educational Operations, Income Fund.

X. MISCELLANEOUS

A. Library Dedication at Moorhead, Minnesota

The new library at Moorhead, Minnesota, has been named after Livingston C. Lord, Eastern's first president, who had been president at Moorhead before coming here. Dr. Roscoe Schaupp, Director of Library Services at Eastern, represented this institution at the ceremonies this month.

B. Commencement

Eastern's commencement will be on Sunday, May 28, at three o'clock.

C. Transfer of Contingency Funds

We request that the central office be authorized to ask the governor for transfer of \$20,000 from contingencies to commodities.

Quincy Doudna
President

II. FACULTY

A. Instructional Staff, 1961-62

The following persons are recommended for employment for the year 1961-62 for nine months unless indicated otherwise: (Persons and positions listed under Replacements and New Positions are included in this tabulation.)
(* - Indicates Department Head)

PROFESSORS

<u>Name</u>	<u>Deg.</u>	<u>Department</u>	<u>Mo. Sal.</u> <u>1960-61</u>	<u>Mo. Sal.</u> <u>1961-62</u>
Reinhardt, Emma	PhD	Education*	\$1280 (11)	\$1380 (11 1/2)
McAfee, Florence	EdD	Women's P.E.*	1280 (11)	1380 (11 1/2)
Klehm, Walter A.	EdD	Industrial Arts*	1260 (11)	1380 (11 1/2)
Scruggs, Walter M.	PhD	Zoology*	1260 (11)	1380 (11 1/2)

Guinagh, Kevin	PhD	Foreign Lang.*	\$1260 (11)	\$1380 (11 1/2)
Phipps, Harris E.	PhD	Chemistry*	1260 (11)	1380 (11 1/2)
Lefler, Glenn Q.	PhD	Physics*	1240 (11)	1360 (11 1/2)
Ringenberg, Lawrence	PhD	Mathematics*	1240 (11)	1360 (11 1/2)
Dvorak, Leo J.	PhD	Music*	1200 (11)	1320 (11 1/2)
Alter, Donald R.	PhD	Social Science	1180	1280
Dickerson, Earl S.	Edd	Business	1180	1280
Seymour, Glenn H.	PhD	Social Science	1180 (11)	1280 (11 1/2)
Cavins, Harold M.	Edd	Health Ed.*	1180 (11)	1280 (11 1/2)
Landis, Russell H.	DEd	Industrial Arts	1180	1280
Michael, Elizabeth	PhD	Foreign Lang.	1180	1280
Wood, William G.	PhD	Social Science	1180	1280
Edwards, Arthur U.	PhD	Education	1180	1260
Rothschild, Donald A.	PhD	Education	1180	1260 (SL)
Foreman, Melvin O.	PhD	Chemistry	1160	1260
Peterka, Harry E.	PhD	Zoology	1140	1220
Plath, Raymond A.	PhD	Social Science	1140	1220
Marcy, Lawson F.	PhD	Chemistry	1120	1200
Thut, Hiram F.	PhD	Botany*	1080 (11)	1180 (11 1/2)
Ekeberg, Gladys W.	PhD	English	1080	1180
Blair, Robert L.	PhD	English	1080	1180
Cline, Ruth H.	PhD	English	1080	1180
Waffle, Eugene M.	PhD	English*	1080 (11)	1180 (11 1/2)
Davis, David J.	PhD	Mathematics	1080	1180
Countryman, Calvin	DEd	Art*	1080 (11)	1180 (11 1/2)
Boyd, Earl W.	PhD	Music	1080	1180
Damann, Kenneth E.	PhD	Botany	1080	1180
Steele, Sidney R.	PhD	Chemistry	1080	1180 (SL)
Riegel, Garland T.	PhD	Zoology	1080	1180
Schmalhausen, Ruth	Edd	Home Economics*	1080 (11)	1160 (11 1/2)
Giffin, James F.	PhD	Business*	1060 (11)	1160 (11 1/2)
Fagan, Clifford L.	PhD	Business	1060	1160
Sparks, Irvin L.	PhD	Physics	1060	1160
Fowler, Ewell W.	DEd	Industrial Arts	1060	1140
VanDeventer, Lester	Edd	Mathematics	1060	1140
O'Brien, Maynard	DEd	Men's P.E.	1060	1140
Elliott, Charles A.	DEd	Industrial Arts	1060	1140
Westcott, George S.	PhD	Music	1060	1140 (SL)
Palmer, Francis W.	PhD	English	1000	1080
Moler, Donald L.	PhD	Education	980	1060
Price, Dalias A.	PhD	Geography*	1000 (11)	1040 (11 1/2)
Matzner, Gerhard C.	PhD	Education	960	1040
Irland, Marquita	Edd	Home Economics	1000	1020 (9 1/3)

ASSOCIATE PROFESSORS

Waddell, Robert C.	PhD	Physics	1060	1160
Smith, P. Scott	PhD	Physics	1060	1160
Baker, Weldon N.	PhD	Chemistry	980	1080
Kline, Judd	PhD	English	980	1080
Ferguson, Max B.	PhD	Zoology	980	1080
Kniskern, Verne B.	PhD	Zoology	980	1080
McKenna, F. R.	Edd	Education	980	1080
Smith, Robert J.	PhD	Chemistry	980	1060
Riebe, Harland A.	Edd	Health Education	980	1060
Shull, Carl E.	PhD	Art	980	1060 (SL)
Carey, Robert A.	PeD	Men's P.E.	980	1060 (SL)
Gabbard, E. G.	PhD	Speech	980	1060
Thurman, Wayne L.	PhD	Speech	980	1060
(Perry - Rep.)	PhD	Foreign Lang.	(980)	1060
Groves, William H.	PhD	Men's P.E.	960	1040
McConkey, Glenn A.	PhD	Social Science	940	1020
Atkins, D. Ferrel	PhD	Mathematics	940	1020
Syndergaard, P. Rex	PhD	Social Science	940	1020

Smith, Catherine A.	DMus	Music	\$ 940	\$1020
Rommel, George W.	PhD	English	940	1020
Tingley, Donald F.	PhD	Social Science	940	1020
Hart, Dorothy M.	PhD	Women's P.E.	940	1000
Martin, Elwyn L.	PhD	Geography	920	1000
Garner, Curtis R.	DEd	Education	900	980
Sonderman, Robert B.	Edd	Industrial Arts	900	980
Durham, Leonard	PhD	Zoology	900	980
Lambert, Charlotte L.	PhD	Women's P.E.	880	980
Kelly, E. Chenault	DEd	English	880	960
Murray, Louise	PhD	Lab. School	880	960
Brooks, Elmer L.	PhD	English	880	960
Robertson, James	DEd	Student Teaching	860	960 (9 1/3)
Wharton, Robert V.	PhD	English	860	960
Hopkins, Jon	PhD	Speech	860	960
Rawls, Hugh C.	PhD	Zoology	860	960
Cunningham, Geo.(Rep)	PhD	Chemistry	(880)	960
Mather, Merrillie	PhD	English	900	940
Grado, Louis M.	PhD	Education	880	940
Miess, Martin M.	PhD	Foreign Lang.	860	920
Leipholtz, Roland	Edd	Art	840	900
Aulabaugh, Alan R.	PhD	Music	840	900
Penn, Stuart L.	PhD	Philosophy	840	880

ASSISTANT PROFESSORS

Saunders, Nannilee	AM2	Lab. School	\$ 920	\$1040
Arnold, Myrtle	MA1	Lab. School	920	1020
Hoffman, Arnold J.	MS1	Student Teaching	920 (9 1/3)	1000 (9 1/3)
Poos, Roberta L.	AM1	Student Teaching	880 (9 1/3)	960 (9 1/3)
Elliott, Aline R.	MS1	Women's P.E.	880	960
Bally, Winifred H.	MA1	Student Teaching	880 (9 1/3)	960 (9 1/3)
Ziegler, Lorene E.	MA2	Lab. School	880	960
DiPietro, Alphonso J.	PhD	Mathematics	880	960
Devinney, Helen	MA1	Home Economics	880	940
Reid, Florence E.	MA1	Lab. School	880	940
Cox, Velma V.	MEd2	Lab. School	880	940
Morgan, Mildred D.	MA1	Lab. School	880 (10)	940 (10)
Marks, Ica F.	MS1	Botany	880	940
Green, Carl K.	Edd	Education	880	940
Jacobson, Joan	PhD	Speech	860	940
Smock, LeeAnna J.	MA	Library	860 (11)	920 (11)
Ekstrand, Margaret	AMLS	Library	860 (11)	920 (11)
Prybylowski, Florence	PhD	Lab. School	860	920
Pence, J. Robert	MME2	Music	860	920
McDonald, Walter H.	PhD	Geography	860	920
Darling, Rex B.	Dir.PE	Men's P.E.	860	900
Stackhouse, Henry A.	Edd	Education	860	900
Jellison, Richard M.	PhD	Social Science	840	900
Hyett, Virginia W.	MA2	Art	840	900
Denham, Julia R.	MA1	Women's P. E.	820	900
Batzer, Hazel M.	PhD	English	860	880
Gurholt, Paul O.	MS1	Lab. School	840	880 (SL)
Tate, Virginia	MEd1	Lab. School	820	880
Bouknight, Fred J.	Edd	Lab. School	820	880
Daves, M. Marise	MA1	Women's P. E.	800	880
Trank, Lynn E.	MFA2	Art	800	860
Williams, Glenn	PhD	Education	820	860
Cambridge, Richard	PhD	Business	820	860
Scott, Mary E.	MSLS	Library	800 (11)	860 (11)
Ryle, Carolyn G.	MN1	Health Education	800	860
Krutza, June M.	MFA2	Art	800	860
Erwin, Clifford H.	MA2	Industrial Arts	800	860
Connelly, Joseph T.	MEd1	Lab. School	800	860

Elmore, Walter L.	MA1	Student Teaching	\$ 820 (9 1/3)	\$ 860 (9 1/3)
Hodapp, John B.	PeD	Men's P. E.	800	860
Lanning, Frank W.	EdD	Lab. School	780	860
Steinmetz, M. Lee	PhD	English	780	860
Holley, Bertrand P.	MA1	Business	820	840
Ray, Rex E.	MSEd1	Student Teaching	780 (9 1/3)	840 (9 1/3)
Bennett, Jacob	PhD	English	780	840
Looby, Arthur J.	EdD	Education	780	840
Settle, Phillip	MFA1	Lab. School	760	840
Mann, Maxine (New)	PhD	Education	---	840
(Law - Rep.)	PhD	Social Science	(920)	840
Kiang, Ying-Cheng	PhD	Geography	840	840
Cox, Edward F.	PhD	Social Science	780	820
White, Robert F.	PhD	English	780	820
Bilbruck, James D.	PhD	Botany	800	800
Wood, Leonard C.	PhD	Social Science	760	800
Pinther, Harold O.	MS1	Men's P. E.	740	800
Roy, James P.	DEd	Art	740	800
(New)	PhD	Mathematics	---	800
(New)	PhD	Physics	---	800
(New)	PhD	Social Science	---	800
(New)	PhD	Zoology	---	800
(Coleman - Rep.)	PhD	Social Science	(1300)	800
(Buck - Rep.)	PhD	Speech	(700)	800
Knoop, Cary I.	MFA	Student Teaching	740 (9 1/3)	780 (SL)
Timblin, Robert C.	MA2	Social Science	740	780
Larson, Harry R.	EdD	Education	740	780
Kaley, Jack	MSEd1	Men's P. E.	720	780
Level, Dale A.(Rep.)	PhD	Speech	(1080)	780
Schmidt, Dolores B.	MA2	English	720	760
Whiteside, Wesley	PhD	Botany	700	760
Winkler, Clifford E.	MS2	Education	760	760
Shepherd, Emma (New)	PhD	English	680	720
Boyer, Richard (New)	PhD	Social Science	---	720
Hendrix, Gertrude	MS2	Student Teaching	(700)	(700) (L)

INSTRUCTORS

Maharg, John N.	MME	Music	\$ 780	\$ 860
Anderson, Mary L.	MA	Lab. School	780	840
Lahey, Jane	MSEd	Student Teaching	780 (9 1/3)	840 (9 1/3)
Kohl, Ralph A.	MS	Men's P. E.	780	840
Leeds, Lottie	MSEd	Lab. School	780	820
Haughton, Helen L.	MS1	Home Economics	780	820 (SL)
Craig, Francis H.	MS	Lab. School	760	820
Thrall, Robert B.	MS	Industrial Arts	760	820
Hussey, Robert W.	MA	Men's P. E.	720	800
(Myers - Rep.)	MA	Women's P. E.	(720)	800
Griffin, Raymond	MSEd	Lab. School	740	780
Hieronymus, Gretchen	MS	Lab. School	740	780
Sterling, Robert W.	MSEd1	Student Teaching	740 (9 1/3)	780 (9 1/3)
Todd, Donald C.	MM	Music	740	780
Barkey, Patrick T.	MA	Library	740 (11)	780 (11)
Bauer, Norman J.	MA	Lab. School	720	780
Hallam, James A.	MSEd	Business	720	780
Jorgenson, Elaine(Rep)	AM	Home Economics	(760)	780
Johnson, June	MM	Music	720	760
Inci, Helen	ME	Lab. School	720	760
Coleman, Wayne D.	MS1	Industrial Arts	720	760
Weiss, Robert C.	MS	Lab. School	720	760
McColl, Frances W.	MA	English	720	760
Adams, Georgia B.	MA	Lab. School	740	760
Woodyard, George(New)	MA	Student Teaching	---	760 (9 1/3)
Jackson, Ann	MS	Lab. School	700	740

Carey, Joseph E.	MEd	Lab. School	\$ 700	\$ 740
Hartbank, Betty R.	MSLS	Lab. School	700 (11)	740 (11)
Reed, Jack A.	MS	Student Teaching	700 (9 1/3)	740 (9 1/3)
Ellis, A. Jane	MA	Lab. School	700	740
Imdieke, Leroy F.	MA	Business	700	740
James, Margaret A.	MS	Home Economics	700	740
Drew, Martha I.	MEd	Business	700	740
Elliott, Thomas L.	MA	Business	680	720
Green, Marguerite E.	MPH	Health Education	660	720
Spaniol, Roland D.	MSEd	Student Teaching	660	700
Browne, Thomas A.	MA2	English	660	700
(Bradbury - Rep.)	MSLS	Library	(660) (11)	700 (11)
(New)	MSLS	Library	---	700 (11)
Coddington, Bertha (New)	MSLS	Library	---	700 (11)
Kelly, Wallace (Rep.)	MS	Business	700	700
McCaul, William E.	MS1	Zoology	640	680
Bielenberg, John E.	MA	Speech	540	(620) (L)
Hartman, Mary R. (New)	MM	Music	600	600
(Wainwright - Rep.)	MM	Lab. School	(540)	600
(Noorman - Rep.)	MM	Lab. School	(680)	700
(Kniskern-Buck-Rep.)	MS	Lab. School	(660)	700
(Rouse - Rep.)	MS	Lab. School	(600)	700
(Bingham - Rep.)	MS	Library	(760)	700
(Fife - Rep.)	MS	Lab. School	(700)	700
(Thompson - Rep.)	MS	Business	(1040)	700
(New)	MS	Women's P.E.	---	700

B. Administrative Staff, 1961-62

The following persons are recommended for employment for twelve months during the 1961-62 fiscal year, unless indicated otherwise. (Persons and positions listed previously under Replacements and New Positions are included in this tabulation.)

<u>Name</u>	<u>Deg.</u>	<u>Title</u>	<u>Mo. Sal.</u> <u>1960-61</u>	<u>Mo. Sal.</u> <u>1961-62</u>
Heller, Hobart F.	PhD	Dean of the Faculty	\$1320	\$1440
Heath, Jerry D.	MD	Director of Health Services and University Physician	1160	1260
Zeigel, William H.	PhD	Associate Dean, Teacher Education and Placement	1140	1260
Anfinson, Rudolph	PhD	Dean of Students	1120	1240
Lawson, Elizabeth	PhD	Associate Dean of Students and Dean of Women	1120	1200
Schaupp, Roscoe F.	PhD	Director of Library Services	1080	1180
Masley, John W.	EdD	Director of Athletics and Head, Dept. of Men's P.E.	1080	1160
Gregg, Raymond R.	AM1	Director of Business Affairs	1000	1100
Stockman, Verne	EdD	Director, Audio-Visual C.	980	1060 (SL)
Merigis, Harry J.	EdD	Director, Laboratory School	980	1060
Miner, William D.	PhD	Director of Housing	940	1020
Ruyle, Asa M.	EdD	Director, Regional Services	900	1000
Schaefer, Martin	PhD	Director of Extension	900	980
Hamand, Lavern M.	PhD	Assistant to the Dean of the Faculty	840	920
Cravey, Gerald T.	BS	Director of Physical Plant	860	920
Gaertner, Ruth H.	MS	Director of Food Services	840	900
Green, Gerald G.	MBA2	Assistant Director of Business Affairs	840	860

Manbeck, Maurice	PhD	Assistant Dean,	840	860
		Registration and Records		
Kluge, Donald A.	MA2	Assistant Dean of Students	760	840
		and Dean of Men		
Hesler, Kenneth E.	MEd1	Director of Alumni	720	800
		Services		
Gill, Donald G.	MEd	Assistant Director of	760	800
		Laboratory School		
Knott, James F.	MA	Assistant, Teacher	740 (11)	780 (11)
		Education and Placement		
Baird, David T.	MSEd	Director of Admissions and	720	760
		High School Relations		
Mason, Alvin A.	MEd	Director of University	660	740
		Union		
Thornburgh, Daniel	MA	Director of Information	660	700
		and University Publications		
(New)	MS	Director of Financial Aids	---	700
Wiseman, Robert C.	MSEd	Assistant, Audio-Visual C.	640 (11)	680 (11)
Katsimpalis, Tom	MEd	Assistant to the Director	620	660
		of Athletics		
(New)	BS	Internal Auditor	---	600
Smith, Virginia E.	MA	Residence Hall Counselor	540 (9 1/2)	580 (9 1/2)
Conway, Helen V.	MEd	Residence Hall Counselor	540 (9 1/2)	560 (9 1/2)
Culbert, Mary R.	MA	Residence Hall Counselor	520 (9 1/2)	540 (9 1/2)
(Bealer - Rep.)	MS	Residence Hall Counselor	(520)(9 1/2)	540 (9 1/2)
Simpson, Bert	MA	Residence Hall Counselor	520 (9 1/2)	540 (9 1/2)
Hartmann, Leah	MS	Residence Hall Counselor	520 (9 1/2)	540 (9 1/2)
Taber, Samuel J.	BS	Admissions Examiner	520	540
Unterbrink, Howard	BS	Assistant Director of	(460)	460 (10)
(Rep.)		University Union		
Walstrom, John A.	BS	Assistant, Records	420	460
Weller, Annie	SB	Professor Emeritus	200	200
Ragan, Edith	Dip.	Asst. Prof. Emeritus	200	200
Coffman, Gilberta	--	Instructor Emeritus	200	200

III. OTHER EMPLOYEES

A. Non-Negotiated Staff Salaries for 1961-62:

The following persons are recommended for employment at the salaries indicated for the fiscal year 1961-62:

GENERAL REVENUE

<u>No.</u>	<u>Name</u>	<u>Department</u>	<u>Mo.Sal.</u> <u>60-61</u>	<u>Mo.Sal.</u> <u>61-62</u>
<u>Office Supervisor (\$450 - \$700)</u>				
31	Taylor, Violet	Business	\$600	\$625
<u>Administrative Secretary (\$450-\$700)</u>				
82	Winkleblack, Norma	President	590	680
<u>Personnel Officer - (\$425-\$650)</u>				
180	Andrews, Charles	Business	520	550
<u>Superintendent of Grounds (\$400-\$600)</u>				
55	Monier, Camille	Grounds	450	525
<u>Secretary (\$400-\$600)</u>				
13	Davis, Dorothy	Business	545	580
35	McElwee, Mary	Dean of the Faculty	420	465
5	Clayton, Maxine	Teacher Ed. & Pl.	410	445
176	Ferrish, Helen	Regional Service	400	420*

<u>Stores Supervisor (\$375-\$550)</u>				
41	Thomas, George	Business	\$480	\$510
<u>Head Health Service Nurse (\$350-\$500)</u>				
33	Bland, Mary J.	Health Service	475	500
<u>Health Service Nurse (\$325-\$450)</u>				
32	Casey, Cleda	Health Service	360	385
122	Bails, Florence	Laboratory School	355	380
<u>Accountant I (\$325-\$450)</u>				
123	Freeman, Jane	Business	405	440
<u>Storekeeper (\$350-\$500)</u>				
126	Fortney, Howard	Business	335	365
<u>Purchasing Assistant I (\$300-\$400)</u>				
129	Zane, Marion	Business	400	400
<u>Chief Library Clerk (\$300-\$400)</u>				
175	Waddell, Leyla	Library	330	355
<u>Stores Clerk (\$300-\$400)</u>				
169	Wright, Charles	Business	300	325
183	Gilbert, John	Business	275	315
<u>Assistant Recorder (\$300-\$400)</u>				
11	Whalen, Helen	Records	350	375
<u>Clerk Stenographer II (\$275-\$350)</u>				
7	Fair, Florence L.	Dean of Women	325	350
73	Hall, Elda B.	Business	275	310
71	Hudson, Prudence	Dean of Students	275	300
106	Thompson, Joyce	President	275	310
97	Havener, Patsy	Teacher Education	275	305
12	Hughes, Wanda	Dean of Students	285	285
<u>Clerk Typist II (\$250-\$325)</u>				
4	Story, Jean	Records	325	325
109	Gwin, Joan	T. Ed. & Placement	250	285
<u>Clerk Stenographer I (\$225-\$300)</u>				
1	Moltz, Helen	Lab. School	300	300
86	Elliott, Lucille	Business	270	300
6	Pinkard, Lois	Records	260	285
150	Johns, Evelyn	Dean of Men	245	285
107	Thudium, Katherine	Asst. to Dean	250	280
43	DeHart, Faeth	Business	245	270
10	Sims, Loretta	Health Service	245	270
	James, Gail L.	Admissions	240	260
160	Thompson, Jeanette	Business	220	250
87	Turner, Ruth	Audio-Visual	225	245
46	Corbin, Judith	Library	215	240
9	Keller, Marilyn	Regional Services	215	235
45	Noble, Rosalee	T. Ed. & Placement	210	230
192	Stump, Margaret	Physical Plant & Test.	230	230
112	Harmon, Kay	T. Ed. & Placement	205	225
<u>Cashier I (\$200-\$300)</u>				
174	Stillions, Mary	Business	240	275
<u>Library Clerk II (\$200-\$275)</u>				
113	Witters, Edith	Lab. School	225	245

<u>Duplicating Machine Operator (\$200-\$275)</u>				
118	Marker, Dorothy	Business	\$250	\$275
<u>Clerk Typist I (\$185-\$250)</u>				
105	Cox, Patricia A.	Men's P.E.	220	250
3	Barkey, Mary Ann	Library	215	235
117	Farmer, Karen	Records	210	235
72	Armstrong, Idella W.	Business	210	235
2	Thompson, Margaret	Library	185	210
8	Ellison, Joan	Lab. School	195	215*
47	Hettinger, Rozita	Business	185	205*

<u>Switchboard Operator (\$200-\$275)</u>				
114	Jasper, Evelyn	Business	235	260

<u>Card Punch Operator (\$200-\$275)</u>				
194	Decker, Martha	Records	220	240*

* Increase to be effective at the end of the six-month probationary period, assuming a satisfactory evaluation by the supervisor at that time.

AUXILIARY ENTERPRISES

<u>Bookstore Manager (\$450-\$700)</u>				
34	Arnold, Henry	Textbook Library	690	700

<u>Clerk Typist I (\$185-\$250)</u>				
44	Zimmerman, Imogene	Textbook Library	245	250

BOND REVENUE PROJECTS

<u>Assistant Food Service Manager (\$400-\$600)</u>				
145	Sterling, Beverly	Union	565	600

<u>Food Production Manager (\$375-\$550)</u>				
83	Gard, Mary B.	Lincoln-Douglas	475	505

<u>Assistant Food Production Manager (\$325-\$450)</u>				
84	Giltner, Alberta	Pemberton	445	445
167	Sidwell, Ann	Union	445	450
172	McGahey, Ruth	Union	350	385
138	Buikema, Robert	Union	420	450

<u>Clerk Typist II (\$250-\$325)</u>				
156	Wynn, Marilyn	Union	250	290

<u>Clerk II (\$250-\$325)</u>				
88	Bower, Ione	Union	235	270

<u>Fountain Supervisor (\$375-\$550)</u>				
153	Mitchell, Tymon	Snack Bar	500	535

<u>Stores Clerk (\$300-\$400)</u>				
186	Richardson, Charles	Union	300	325

<u>Maid (\$185-\$250)</u>				
67	Moore, Lulu	Pemberton	250	250
149	McManigell, Hazel	Douglas	250	250
69	Wilson, Leota	Pemberton	250	250
136	Elder, Maude	Ford	250	250
144	Myers, Frances	McKinney	250	250
130	Birch, Lucille	McKinney	250	250
80	Lang, Beulah	Douglas	245	250

79	Hanner, Helen	Floating	\$220	\$245
81	Walters, Frances	Lincoln	215	240
148	Weger, Ruth K.	Floating	220	250
146	Stewart, Thelma	Ford	215	240
111	Toops, Mildred	Weller	210	230
171	Millage, Thelma	Weller	210	230
78	Bailey, Maydean	Lincoln	185	205
Int.	Warren, Edna		205	225
Int.	James, Goldie		185	205

REPORT OF
ILLINOIS STATE NORMAL UNIVERSITY

May 15, 1961

II. FACULTY

A. Alterations in Summer Session Faculty 1961

1. Changes in Assignment

Name	Department	June	<u>Salary</u> July	August
Carroll, Conrad E.	Mathematics	585.00	---	---
Govich, Bruce M.	Music	\$540.00	\$720.00	\$180.00
Richards, Doris M.	Speech	840.00	840.00	210.00
Shea, Grace R.	Health Service	585.00	780.00	390.00

2. Additions

Name	Department	June	<u>Salary</u> July	August
Brown, Fern	Metcalf	\$495.00	\$660.00	\$165.00
Chiddix, John	Physical Science	570.00	760.00	190.00
Driggs, Don	Education	645.00	860.00	215.00
France, June	Metcalf	525.00	700.00	175.00
Funk, Halden	Metcalf	495.00	660.00	165.00
Holmes, Frank	Education	615.00	820.00	205.00
Jarvie, Margie	Education	645.00	860.00	215.00
Lemme, Ronald	Industrial Arts	495.00	660.00	165.00
Miller, Duncan	Music	270.00	360.00	90.00
Pizzamiglio, Albert T.	Music	480.00	640.00	160.00
Porter, Charles B.	Industrial Arts	---	---	1100.00

B. Resignations

1. Mr. Roy E. Sample, Assistant Professor of Art, effective June 10, 1961, in order to accept another position.
2. Mr. Carl D. McMurray, Assistant Professor of Political Science, effective June 10, 1961, in order to accept another position.
3. Miss Margaret Schlaeger, Assistant Professor of English, effective June 10, 1961, in order to complete work for her doctor's degree.

C. Termination of Appointments

Appointments for persons listed below terminate June 10, 1961 unless they are recommended for reappointment in a future Board Report.

1. Mrs. Janet Boeh, Health and Physical Education for Women
2. Mrs. Jill Bohlander, English
3. Mrs. Elsie Bryan, Home Economics
4. Mr. John Claus, Agriculture
5. Mr. Robert Glaser, Social Sciences
6. Mr. Gerald E. Hartdagen, Social Sciences
7. Mr. Joseph Hatz, Social Sciences
8. Mrs. Candace Helgeson, English
9. Miss Elaine K. Hess, Social Sciences
10. Mrs. Harriett Hutter, Foreign Languages
11. Mrs. Donette Jackson, Education
12. Miss Marjorie H. Koester, Metcalf, Health and Physical Education for Women, and Physical Therapist

13. Mr. George Kuehn, Industrial Arts
14. Mrs. Norene Kurth, Business Education
15. Miss Carolyn Lambert, Music
16. Mr. Alfred T. Mayfield, English
17. Mrs. Mary Nobiling, Metcalf School
18. Mrs. Mary Opfer, Metcalf School
19. Miss Carolyn Ann Osborn, Health and Physical Education for Women
20. Mr. Donald E. Reed, Biological Sciences
21. Mr. William R. Rosselit, Biological Sciences
22. Mr. Paul W. Schuster, Biological Sciences
23. Mrs. Blanche Schutjer, Social Sciences
24. Mr. Alan A. Stambusky, Speech
25. Miss Sally Ann Weidlein, Health and Physical Education for Women
26. Mrs. Roberta E. Wheeler, Health and Physical Education for Women
27. Mr. Jerrold Zarit, English

D. Appointments

1. Continuation of Present Faculty Members Who Have Been on a Temporary Appointment
 - a. Miss Patricia Bleidt, as Instructor in Music and Director of a Women's Residence Hall, effective September, 1961, at a salary rate of \$480.00 per month, \$4800.00 for the ten months' year for which the appointment is made.
 - b. Miss Eleanor M. Eckert, as Assistant Professor of Education, Director of Women's Residence Halls, and Assistant Dean of Women, effective September 1, 1960, at a salary rate of \$720.00 per month, \$8640.00 for the year of twelve months. This is a one year appointment only.
 - c. Mrs. Germaine Feldkamp, as Faculty Assistant in Education and Assistant Director of a Women's Residence Hall, effective September 1, 1961, at a salary rate of \$420.00 per month, \$4200.00 for the ten months for which the appointment is made. This is a one year appointment only.
 - d. Mr. James L. Fisher, as Instructor in Education and Assistant Director of Admissions, effective September 1961, at a salary rate of \$880.00 per month, \$10,560 for the year of twelve months.
 - e. Mr. Bruce M. Govich, as Assistant Professor of Music, effective September 1961, at a salary rate of \$780.00 per month, \$7020.00 for the school year of nine months, to take the place of Miss Margaret Westhoff, on leave. This is a one year appointment only.
 - f. Mr. Virgil R. Hutton, as Assistant Professor of English, effective September 1961, at a salary rate of \$780.00 per month, \$7020.00 for the school year of nine months, to take the place of Mr. Jerrold Zarit, whose appointment has terminated.
 - g. Miss Lucile Hyneman, as Assistant Professor of English, effective September 1961, at a salary rate of \$740.00 per month, \$6660.00 for the school year of nine months, to take the place of Mrs. Jill Bohlander, whose appointment has terminated.
 - h. Mrs. Vesta Myrick, as Faculty Assistant in Education and Assistant Director of a Women's Residence Hall, effective September 1, 1961, at a salary rate of \$420.00 per month, \$4200.00 for the ten months' year for which the appointment is made. This is a one year appointment only.
 - i. Miss Mercedes Oberlender, as Instructor in Spanish, effective September 1961, at a salary rate of \$740.00 per month, \$6660.00 for the school year of nine months. This is a one year appointment only.

- j. Mr. Olgert Pocs, as Instructor in Sociology, effective September 1961, at a salary rate of \$720.00 per month, \$6480.00 for the school year of nine months. This is a one year appointment only.
- k. Mr. Keith L. Scott, as Instructor in Education, Director of Men's Residence Halls, and Director of Dunn Hall, effective September 1, 1961, at a salary rate of \$660.00, \$7920.00 for the year of twelve months. This is a one year appointment only.
- l. Mrs. Mary Scott, as Faculty Assistant and Assistant Director of Dunn Hall, effective September 1, 1961, at a salary rate of \$220.00 per month, \$2640.00 for the year of twelve months. This is a one year appointment only.
- m. Mr. Jack Stahl, as Instructor in Music, effective September 1, 1961, at a salary rate of \$740.00 per month, \$6660.00 for the year of nine months.
- n. Miss Mary C. Towle, as Instructor in Education and Director of a Women's Residence Hall, effective September 1, 1961, at a salary rate of \$500.00 per month, \$5000.00 for the ten months' year for which the appointment is made.
- o. Mr. Donald J. Wisthuff, as Instructor and Director of Barton Hall, effective September 1, 1961, at a salary rate of \$500.00 per month, \$5000.00 for the ten months' year for which the appointment is made.
- p. Mr. John P. Wolter, as Faculty Assistant and Assistant Director of Off-Campus Housing, effective September 1, 1961, at a salary rate of \$620.00 per month, \$7440.00 for the year of twelve months. This is a one year appointment only.

2. Replacements

- a. Mr. Richard R. Hart, as Assistant Professor of Geology, effective September 1961, at a salary rate of \$740.00 per month, \$6660.00 for the school year of nine months, to take the place of Miss Neva McDavitt, retired. Mr. Hart has a bachelor's degree from Cornell College, a master's from the State University of Iowa, and plans to receive his doctorate at Iowa in February 1962. For the past three years he has held a graduate assistantship at the State University of Iowa.
- b. Dr. John M. Heissler, as Associate Professor of English, effective September 1961, at a salary rate of \$840.00 per month, \$7560.00 for the school year of nine months, to take the place of Miss Ruth Ivey, on leave. Dr. Heissler has a bachelor's degree from Elmhurst College, a master's from the University of Wyoming, and a doctor's from the University of Illinois. For the past year, he has been a teacher in Proviso West High School at Hillside, Illinois.
- c. Mr. Richard F. Irvin, as Instructor in Health and Physical Education, effective September 1961, at a salary rate of \$700.00 per month, \$6300.00 for the school year of nine months, to take the place of Mr. Paul K. Benjamin, retired. Mr. Irvin has a bachelor's degree from Slippery Rock State Teachers College, Pennsylvania, and a master's from Illinois State Normal University. For the past year he has been on the faculty of Illinois Wesleyan University.
- d. Dr. Charles B. Porter, as Professor of Industrial Arts and Head of the Department of Industrial Arts, effective September 1961, at a salary rate of \$1100.00 per month, \$13,200.00 for the year of twelve months, to take the place of Dr. Ray M. Stombaugh, retired. Dr. Porter has bachelor's and master's degrees from

Illinois State Normal University, and a doctor's from the University of Illinois. For the past eight years he has been on the faculty of the University of Illinois.

- e. The following students are recommended for approval as faculty assistants to carry out the program and serve in places used in past years at a salary rate of \$120.00 per month, \$1080.00 for the 1961-1962 school year.

- (1) Hugo Dahm, Business Education
- (2) Thomas J. Douglass, Jr., Health and Physical Education (Men)
- (3) Gail A. Earles, Mathematics
- (4) Robert Hiltabrand, Physical Sciences
- (5) Anthony F. Kardis, Physical Sciences
- (6) Robert Steindorf, Counseling Services
- (7) Raymond C. Thompson, Mathematics
- (8) F. Neil Williams, Health and Physical Education (Men)

- f. The following students are recommended for approval as faculty assistant counselors to carry out the program and serve in places used in past years at a salary rate of \$120.00 per month, \$1080.00 for the 1961-1962 school year.

- (1) Carol Gross, Residence Hall
- (2) Adelaide V. Titus, Residence Hall

3. New Positions

- a. Miss Yvonne Bronowicz, as Assistant Professor of Speech, effective September 1961, at a salary rate of \$680.00 per month, \$6120.00 for the school year of nine months. Miss Bronowicz has a bachelor's degree from the University of Toledo and a master's from the University of Texas. For the past year she has been a regular substitute in the Toledo Public Schools.
- b. Mr. Paul F. Dohrmann, as Assistant Professor of Health and Physical Education, effective September 1961, at a salary rate of \$800.00 per month, \$7200.00 for the school year of nine months. Mr. Dohrmann has a bachelor's degree from Harris Teachers College in St. Louis, Missouri, a master's from the State University of Iowa, and plans to receive his doctorate at Iowa in August of 1961. For the past year he has held a graduate assistantship at the State University of Iowa.
- c. Mr. Francis C. Kenel, as Assistant Professor of Industrial Arts, effective September 1961, at a salary rate of \$760.00 per month, \$6840.00 for the school year of nine months. Mr. Kenel has bachelor's and master's degrees from Michigan State University, and for the past year has held an assistantship there while working toward the degree of Ed.D. in Highway Safety and Teacher Education.

E. Promotions

The following persons are recommended for promotions in rank, effective September 1, 1961:

1. From Associate Professor to Professor
 - a. Dr. Paul Brand
 - b. Dr. Walter Brown
 - c. Dr. Eleanor Dilks
 - d. Dr. Alice Eikenberry
 - e. Dr. G. Harlowe Evans
 - f. Dr. Dorothy Fensholt
 - g. Dr. Arlan Helgeson

- h. Dr. John Johnston
 - i. Dr. Benjamin Keeley
 - j. Dr. Stanley K. Norton
 - k. Dr. Vernon Pohlmann
 - l. Dr. Ione Rhymer
2. From Assistant Professor to Associate Professor
- a. Dr. Herbert Brown
 - b. Dr. Doris Crank
 - c. Dr. Lucille Hagman
 - d. Dr. Jacqueline Karch
 - e. Dr. George Soderberg
 - f. Dr. Lyle Young
3. From Instructor to Assistant Professor
- a. Mr. Robert Cramer
 - b. Mr. Charles Gray
 - c. Mr. Stanley Grupp
 - d. Mrs. Dorothy Fagerburg
 - e. Mrs. Josephine Howard
 - f. Mr. Harry Jackson
 - g. Mr. Kenneth Ledbetter
 - h. Mr. Donald Parker
 - i. Mr. Herbert Sanders
 - j. Miss Grace Shea

F. Tenure

1. The following persons will obtain tenure June 10, 1961:
- a. Mr. Claude Bell
 - b. Mr. Robert Brome
 - c. Dr. Merton Christensen
 - d. Dr. James Collie
 - e. Mrs. Dorothy Fagerburg
 - f. Dr. Barbara Hall
 - g. Mr. Warren Harden
 - h. Mr. Douglas Hartley
 - i. Miss Elizabeth Hughes
 - j. Dr. Loren Mentzer
 - k. Dr. Andreas Paloumpis
 - l. Dr. James Patterson
 - m. Dr. H. Earle Reese

III. OTHER EMPLOYEES

A. Change in Classification and Salary

1. Mrs. Katherine Temple, from Library Clerk II at a salary rate of \$260.00 per month, to Library Clerk III at a salary rate of \$270.00, to take the place of Mrs. Cecile H. McCarthy, whose classification and assignment have been changed. This change is effective April 1, 1961.

B. Appointments (Replacement)

1. Miss Louise Love, as Library Clerk II, effective April 10, 1961, at a salary rate of \$250.00 per month, to take the place of Mrs. Katherine Temple, whose classification and assignment have been changed.
2. We would like to employ two people on a temporary basis in the Admissions and Records office. The first position is needed for eight weeks during the summer to supervise and process the registration of forty summer short courses. While this work will actually be handled by one of our present employees, a temporary person will be needed to provide replacement coverage.

The second temporary assignment is needed in our Recorder's Office in order to accomplish the second semester recording, which is complicated by the recording of forty short courses as well as the retirement of Miss Ferne Melrose. Inasmuch as Miss Melrose is retiring July 1, 1961, and her replacement will not assume his responsibilities until September 1, 1961, we would pay these employees from the vacant recorder's position.

IV. AUXILIARY ENTERPRISES

A. Recommended Fees for the Textbook Service, effective September, 1961

Undergraduate

For each semester

For students enrolling for more than 6 semester hours	\$5.00
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For students enrolling for 6 semester hours or less	1.50
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For each summer session

For students enrolling for 4 semester hours or more	3.00
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For students enrolling for less than 4 semester hours	1.50
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For students enrolling in post session	1.50
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For students enrolling in short courses if rental text used	1.50
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For extension courses

When rental texts are available(for each course)	1.50
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Graduate

For graduate students enrolled in undergraduate courses (for 1 or 2 courses)	1.50
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For graduate students enrolled in more than 2 undergraduate courses	5.00
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V. PURCHASES

A. Advertised bids were received on Tissue and Paper Towels, as follows:

Shorr Paper Company Aurora, Illinois	\$5,200.00
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S. V. Cain, Inc. Peoria, Illinois	5,287.09
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Randolph Paper Company Chicago, Illinois	5,306.70
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Peoria Cup and Specialty Peoria, Illinois	5,309.64
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Decatur Paper House Decatur, Illinois	5,320.00
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Abana Products Normal, Illinois	\$5,330.66
Crescent Paper Company Champaign, Illinois	5,476.68
Bush Brothers Champaign, Illinois	5,781.50
Smith Scharff Paper Company Peoria, Illinois	6,261.75
Central Supply Company Bloomington, Illinois	6,472.90
Biggins Peoria, Illinois	6,871.76
*Vonachen Industries Peoria, Illinois	6,700.00

*This company failed to submit samples.

Recommendation: We recommend the low bid of Shorr Paper Company, Aurora, Illinois, in the amount of \$5,200.00, payable from the appropriation for commodities, Income Fund.

B. Advertised bids were received on a twenty-eight student station language laboratory as follows:

International Language Communications Center Inland Steel Building 30 West Monroe Street Chicago 3, Illinois	\$6,801.20
Lee School Supply Company, Inc. 119-123 South Third Street Terre Haute, Indiana	7,444.88
Dictaphone Company 333 North Michigan Avenue Chicago 1, Illinois	9,116.66
Rich Sound Engineers 7541 West Belmont Avenue Chicago 34, Illinois	11,480.00
*Carroll Seating Company 5107 West Division Street Chicago 51, Illinois	6,470.00

*Does not meet specifications

Recommendation: We recommend the low bid meeting specifications of the International Language Communications Center of Chicago, Illinois, in the amount of \$6,801.20, payable from the appropriation for equipment, Income Fund.

Robert G. Bone
President

II. FACULTY

Faculty for the Academic Year, 1961-62

1. The following persons, listed according to academic rank and in order of salary under each rank, are recommended for employment in regular teaching positions for the school year 1961-1962 at salaries indicated at the extreme right, these appointments effective September 1961 for the nine months.

Name	Academic Degree	Department	Salary 1960-1961 (Monthly)	Salary 1961-1962 (Monthly)
<u>Professors</u>				
Gooding, Ralph U.	Ph.D.	Physical Sciences	\$1160.00	\$1280.00
Kinneman, John A.	Ph.D.	Social Sciences	1160.00	1260.00
Tiedeman, Herman R.	Ph.D.	Psychology	1120.00	1240.00
Dillinger, Claude M.	Ph.D.	Psychology	1120.00	1200.00
Fielding, Howard I.	Ph.D.	English	1080.00	1200.00
Frey, Bernice G.	Ph.D.	Health and P.E.	1080.00	1200.00
Gray, Nina E.	Ph.D.	Biological Sciences	1100.00	1200.00
Henline, Ruth	Ph.D.	English	1080.00	1200.00
Jochums, Milford C.	Ph.D.	English	1080.00	1200.00
Vetter, Dale B.	Ph.D.	English	1080.00	1200.00
Hill, Eugene L.	Ed.D.	Health and P.E.	1080.00	1180.00
Dalluge, DeVerne H.	Ed.D.	Physical Sciences	1020.00	1160.00
Gray, Miriam	Ed.D.	Health and P.E.	1040.00	1160.00
Griffith, Esther M.	Ph.D.	Physical Sciences	1040.00	1160.00
⁴ Marzolf, Stanley S.	Ph.D.	Psychology	1080.00	1160.00
Smith, Gwen	Ph.D.	Health and P.E.	1060.00	1160.00
Esworthy, Raymond W.	Ph.D.	Business Education	1040.00	1140.00
Gueffroy, Edna M.	Ph.D.	Geography	1020.00	1140.00
Rine, T.E.	Ph.D.	Mathematics	1080.00	1140.00
Bey, Douglas R.	Ph.D.	Mathematics	980.00	1120.00
Johnson, Blossom	Ed.D.	Home Economics	1080.00	1120.00
Marshall, Helen E.	Ph.D.	Social Sciences	1040.00	1120.00
⁴ Hiett, Herbert R.	Ph.D.	English	1080.00	1100.00
Koepke, Harold F.	Ph.D.	Business Education	1000.00	1100.00
Lueck, William R.	Ph.D.	Education	1040.00	1100.00
Peters, Margaret K.	Ed.D.	Business Education	1000.00	1100.00
Serra, Mary C.	Ph.D.	Education	1000.00	1100.00
Dilks, Eleanor	Ph.D.	Biological Sciences	980.00	1080.00
Eckelmann, Dorathy	Ph.D.	Speech	980.00	1080.00
Isted, Leslie M.	Ph.D.	Music	980.00	1080.00
Lichty, Elden A.	Ed.D.	Education	1020.00	1080.00
Martens, J. Louis	Ph.D.	Biological Sciences	1000.00	1080.00
Miller, Marion G.	Ph.D.	Art	980.00	1080.00
Rhymer, Ione	Ph.D.	Biological Sciences	980.00	1080.00
Ries, Donald T.	Ph.D.	Biological Sciences	980.00	1080.00
Sands, Theodore	Ph.D.	Social Sciences	980.00	1080.00
Ashbrook, William D.	Ph.D.	Industrial Arts	960.00	1060.00
Barber, G. Bradford	Ph.D.	Speech	960.00	1060.00
Cavanagh, Helen M.	Ph.D.	Social Sciences	980.00	1060.00
Gillett, Arley F.	P.E.D.	Health and P.E.	980.00	1060.00
Helgeson, Arlan C.	Ph.D.	Social Sciences	960.00	1060.00
Johnston, John L.	Ed.D.	Industrial Arts	960.00	1060.00
Pohlmann, Vernon C.	Ph.D.	Social Sciences	960.00	1060.00
Tasher, Lucy Lucile	Ph.D.	Social Sciences	980.00	1060.00
DeWees, William I.	Ed.D.	Education	1000.00	1040.00
Moore, Robert H.	Ph.D.	Education	980.00	1040.00
Norton, Stanley K.	Ph.D.	Education	940.00	1040.00
Peithman, Harlan W.	Ed.D.	Music	1000.00	1040.00
Reusser, John L.	Ph.D.	Education	1000.00	1040.00

⁴ Spector, Irwin	Ph.D.	Music	940.00	1040.00
Brand, Paul J.	Ed.D.	Geography	920.00	1020.00
Brown, Walter H.	Ph.D.	Biological Sciences	980.00	1020.00
Eikenberry, Alice M.	Ed.D.	Social Sciences	920.00	1020.00
Fensholt, Dorothy E.	Ph.D.	Biological Sciences	940.00	1020.00
Buehler, Rose B.	Ed.D.	Education	940.00	1000.00
Young, Orville L.	Ph.D.	Agriculture	940.00	1000.00
Evans, G. Harlowe	Ph.D.	Physical Sciences	920.00	960.00
Vacancy (new)		Education and Psychology		1100.00
Vacancy (new)		Education and Psychology		1100.00
Vacancy (vice Connell)		Foreign Languages		1100.00
Vacancy (vice O'Connor)		Health and P.E. (Men)		1100.00
Vacancy (vice Stombaugh)		Industrial Arts		1100.00
Vacancy (new)		Physical Sciences		1100.00
Vacancy (new)		Social Sciences		1100.00

Associate Professors

Jones, Margaret L.	Ph.D.	Health and P.E.	980.00	1060.00
Bunney, Cecilia Peikert	Ph.D.	Director of Museums	880.00	1000.00
Cogdal, Joseph T.	A.M.	Health and P.E.	960.00	1020.00
Ebel, Alice L.	Ph.D.	Social Sciences	940.00	1040.00
Hall, Barbara C.	Ed.D.	Health and P.E.	940.00	1040.00
Collie, James E.	P.E.D.	Health and P.E.	960.00	1000.00
Eastman, Leo E.	Ed.D.	Education	900.00	1000.00
Freyberger, Ruth M.	Ed.D.	Art	920.00	1000.00
Knight, Homer T.	Ed.D.	Education	920.00	1000.00
Mentzer, Loren W.	Ph.D.	Biological Sciences	960.00	1000.00
Paloumpis, Andreas	Ph.D.	Biological Sciences	900.00	1000.00
Pearcy, Henri R.	Ph.D.	Social Sciences	920.00	1000.00
Young, Lyle M.	Ed.D.	Music	880.00	1000.00
Billingsley, Allie Ward	Ph.D.	Foreign Languages	940.00	980.00
Brown, R. Elizabeth	Ph.D.	Psychology	900.00	980.00
Hagman, Lucille G.	Ed.D.	Education	860.00	980.00
Patterson, James E.	Ph.D.	Geography	900.00	980.00
Reese, H. Earle	Ed.D.	Business Education	880.00	980.00
Christensen, Merton A.	Ph.D.	English	840.00	960.00
Kurth, Clarence H.	Ed.D.	Education	940.00	960.00
Laidig, Kermit M.	Ph.D.	Geography	920.00	960.00
Prince, Donald M.	Ed.D.	Education	920.00	960.00
Weigel, Robert D.	Ph.D.	Biological Sciences	820.00	960.00
Karch, Jacqueline Q.	Ed.D.	Home Economics	840.00	940.00
Bishop, Ferman	Ph.D.	English	880.00	920.00
Blankenship, E. Scott	Ph.D.	Education	820.00	920.00
Canning, George R. Jr.	Ph.D.	English	800.00	920.00
Crank, Doris H.	Ed.D.	Business Education	800.00	920.00
Luxenburg, Norman	Ph.D.	Foreign Languages	780.00	920.00
Reitan, Earl A.	Ph.D.	Social Sciences	880.00	920.00
Friedhoff, Walter	Ph.D.	Psychology	880.00	900.00
Kohn, Walter S.	Ph.D.	Social Sciences	840.00	900.00
Miller, M. L.	Ph.D.	Education	900.00	900.00
Ofchus, Leon T.	Ph.D.	Psychology	860.00	900.00
Brown, Herbert	Ph.D.	Agriculture	740.00	880.00
Doolin, Paul F.	Ph.D.	Biological Sciences	840.00	880.00
Hage, Dean S.	Ph.D.	Education	800.00	880.00
Falconer, George A.	Ed.D.	Speech	820.00	860.00
Hicklin, Charles R.	Ed.D.	Education	820.00	860.00
Jellema, Dirk W.	Ph.D.	Social Sciences	800.00	840.00
Soderberg, George A.	Ph.D.	Speech	720.00	840.00
Vacancy (new)		Biological Sciences		960.00
Vacancy (Schmidt)		Biological Sciences		960.00
Vacancy (new)		Business Education		960.00
Vacancy (new)		Education and Psychology		960.00
Vacancy (new)		Education and Psychology		960.00
Vacancy (new)		Education and Psychology		960.00
Vacancy (new)		Education and Psychology		960.00

Vacancy (substitute)	Education and Psychology	960.00
Vacancy (substitute)	Education and Psychology	960.00
Vacancy (substitute)	Education and Psychology	960.00
Vacancy (Walz)	Education and Psychology	960.00
Vacancy (Almy)	English	960.00
Vacancy (new)	English	960.00
Vacancy (new) (2 Positions)	Foreign Languages	960.00
Vacancy (new)	Health Service	960.00
Vacancy (substitute)	Mathematics	960.00
Vacancy (new)	Metcalf School	960.00
Vacancy (Ames)	Social Sciences	960.00
Vacancy (new)	Social Sciences	960.00
Vacancy (new)	Social Sciences	960.00
Vacancy (new)	Speech	960.00

Assistant Professors

³ Ellis, Margery	A.M.	Foreign Languages	920.00	1020.00
Flagg, Elinor B.	M.S.	Mathematics	920.00	1020.00
Russell, Elizabeth	M.A.	Education	920.00	1020.00
³ Stroud, Ruth	M.S.	English	920.00	1020.00
Yates, Ruth V.	M.A.	Speech	920.00	1020.00
Brome, Robert B.	M.A.	English	880.00	1000.00
Galaway, Beryl	A.M.L.S.	Library	880.00	1000.00
Huggins, Ruth C.	Ed.M.	English	920.00	1000.00
Winegarner, Lela	A.M.	English	900.00	980.00
Zimmerman, Ruth	M.A.	Library	900.00	980.00
¹ Frye, Harold E.	M.A.	Health and P.E.	880.00	960.00
¹ Roderick, James L.	M.M.	Music	840.00	960.00
Stein, Ethel G.	M.A.	Education	900.00	960.00
Allen, Mabel Clare	M.A.	Speech	920.00	940.00
Arnold, Mary S.	A.M.	Education	880.00	940.00
Barford, George	M.A.	Art	920.00	940.00
Bird, Ruth	M.S.	Health and P.E.	900.00	940.00
Damm, Frances L.	M.S.in Ed.	Education	880.00	940.00
Douglass, Thomas J.	M.S.	Agriculture	880.00	940.00
Eckert, Albert H.	M.S.	Mathematics	860.00	940.00
Farmer, Louise	M.S.in Ed.	Education	880.00	940.00
Force, Thelma G.	M.A.	Psychology	880.00	940.00
Green, John W.	M.S.	Agriculture	880.00	940.00
Lawrence, Margaret	M.A.	Library	880.00	940.00
Lundgren, Hattie C.	M.S.	Home Economics	840.00	940.00
Parret, Margaret	M.A.	Speech	880.00	940.00
Poe, Douglas	Ph.D.	Social Sciences	820.00	940.00
Rozum, Mary A.	M.S.in Ed.	Education	880.00	940.00
Speer, Eunice H.	M.S.	Library	920.00	940.00
Struck, Edwin G.	M.S.	Health and P.E.	880.00	940.00
¹ Wise, Vermell	M.A.	English	880.00	940.00
Bell, Claude A.	M.Ed.	Industrial Arts	860.00	920.00
Chiles, Helen	A.M.	Foreign Languages	900.00	920.00
² Crosby, Lucile Z.	M.S.in L.S.	Library	800.00	920.00
Garton, Malinda D.	A.M.	Education	860.00	920.00
Guthrie, Clara L.	M.S.in L.S.	Library	900.00	920.00
Harden, Warren R.	M.A.	Social Sciences	800.00	920.00
Hermanowicz, Henry J.	Ed.D.	Education	820.00	920.00
Karr, Ila	M.A.	Library	860.00	920.00
Mauck, Inez L.	A.M.	Education	880.00	920.00
McMullan, Mary E.	Ed.M.	Art	900.00	920.00
Moore, Harold A.	M.S.	Biological Sciences	900.00	920.00
Ranta, Taimi M.	M.Ed.	English	820.00	920.00
Carlton, Lessie	M.S.	Education	820.00	900.00
Hardine, Doris	M.M.	Music	820.00	900.00
Hiler, Grace	M.A.	English	800.00	900.00
Hoyman, Verna A.	M.A.in Ed.	English	880.00	900.00
Jessa, Marie	M.A.	Business Education	880.00	900.00
Kuntz, Lowell J.	M.S.in Ed.	Music	840.00	900.00

Lewis, Marjorie L.	M.A.	Education	840.00	900.00
Mansfield, Faye E.	M.A.	Education	840.00	900.00
Shea, Grace R.	M.A.	Health Education	780.00	900.00
Sheveland, Alice	M.A.in Ed.	Education	800.00	900.00
Tudor, Raymond W.	M.A.	English	840.00	900.00
Vance, Arden L.	M.M.	Music	840.00	900.00
⁴ Westhoff, Margaret M.	M.S.	Music	880.00	900.00
Gilmore, Hal M.	M.A.	Mathematics	860.00	880.00
Hackett, Perry	M.Mus.	Music	860.00	880.00
Hammerlund, C.M.	M.S.	Industrial Arts	860.00	880.00
Hartley, W. Douglas	M.F.A.	Art	820.00	880.00
Heldt, Carl D.	M.P.E.	Health and P.E.	860.00	880.00
¹ Howard, Josephine B.	M.A.	Education	780.00	880.00
Keough, Betty J.	M.S.in Ed.	Health and P.E.	800.00	880.00
Ogle, Alice R.	M.A.	Art	860.00	880.00
Payne, Edwin A.	M.Ed.	Psychology	820.00	880.00
Searight, Thomas K.	Ph.D.	Geography	780.00	880.00
Templeton, Donald F.	M.A.	English	860.00	880.00
Benjamin, Helen W.	M.A.	Business Education	800.00	860.00
Blomgren, Roger D.	M.A.	Industrial Arts	840.00	860.00
Cole, Ruth L.	M.A.	Education	840.00	860.00
Cramer, Robert L.	M.S.in Ed.	Physical Sciences	780.00	860.00
³ Drawver, Pauline	M.A.	English	800.00	860.00
Hartman, Charles H.	M.A.	Industrial Arts	760.00	860.00
³ Jorgensen, Margaret	M.A.	Psychology	840.00	860.00
McCarthy, Willard J.	Ed.M.	Industrial Arts	840.00	860.00
Metzler, Winifred S.	M.A.	Library	840.00	860.00
Olson, Ernest E.	M.A.	Education	800.00	860.00
Rives, Stanley G.	M.S.in Ed.	Speech	780.00	860.00
Rowe, James E.	M.S.	Mathematics	780.00	860.00
Shuman, Stanley B.	Ph.D.	Geography	820.00	860.00
Terwilliger, John B.	M.M.	Music	780.00	860.00
Udstuen, Sadie B.	M.A.	Education	800.00	860.00
Bickley, Charles Eric	M.S.	Speech	820.00	840.00
Bradford, Margaret K.	M.S.	Home Economics	780.00	840.00
Carlock, John R.	M.S.in Ed.	Biological Sciences	820.00	840.00
Ellis, John K.	M.P.H.	Biological Sciences	820.00	840.00
Engberg, Edna	M.Ed.	Health and P.E.	760.00	840.00
Fagerburg, Dorothy S.	A.M.	Library	740.00	840.00
Floyd, Thomas W.	M.S.	Education	740.00	840.00
Hughes, Elizabeth A.	M.Ed.	Education	820.00	840.00
Hutter, Samuel	M.S.	Psychology	820.00	840.00
Rousey, Alma B.	A.M.	Home Economics	820.00	840.00
Schmidt, Else A.	Ph.D.	Geography	800.00	840.00
Tasker, Vivian	M.A.	Education	820.00	840.00
Wheeler, Harriet R.	M.A.	Business Education	820.00	840.00
Alexander, Frances M.	A.M.	Social Sciences	800.00	820.00
Bass, Buford H.	M.S.in Ed.	Health and P.E.	760.00	820.00
Homan, Dennis N.	Ph.D.	Biological Sciences	780.00	820.00
Kelly, Burton C.	M.S.	Psychology	800.00	820.00
Perry, Warren S.	M.S.	Business Education	800.00	820.00
Richards, Doris M.	M.S.	Speech	800.00	820.00
Sanders, Herbert C.	M.M.	Music	740.00	820.00
Champagne, Roger J.	Ph.D.	Social Sciences	760.00	800.00
Crews, Warren S.	M.S.in Ed.	Health and P.E.	780.00	800.00
Davidson, Keith C.	M.A.	Speech	740.00	800.00
Gray, Charles E., Jr.	M.A.	Social Sciences	720.00	800.00
Huebner, Wayne V.	M.A.	English	780.00	800.00
Jackson, Harry O.	M.S.in Ed.	Biological Sciences	780.00	800.00
Jackson, Teddy R.	M.S.	Speech	780.00	800.00
Mizer, Orrin J.	M.A.	Biological Sciences	780.00	800.00
Parker, Donald	M.P.H.	Health Service	700.00	800.00
Parrish, Eva Ruth	M.A.	Health and P.E.	780.00	800.00
Plummer, Mark A.	Ph.D.	Social Sciences	760.00	800.00
Soellner, Dorothy O.	A.M.	English	780.00	800.00
Tarrant, Thalia J.	A.M.	Social Sciences	780.00	800.00

Trotter, John E.	S.M.	Geography	780.00	800.00
Anderson, Hazelle M.	M.A.	Library	760.00	780.00
Casey, John P.	M.Ed.	Education	720.00	780.00
5Grupp, Stanley E.	M.A.	Social Sciences	760.00	780.00
Harris, Archibald	M.A.	Health and P.E.	760.00	780.00
⁴ Ivey, Ruth A.	A.M.	English	720.00	780.00
Lilly, Lois	M.S.	Education	760.00	780.00
Preble, Harry E.	Ph.D.	English	740.00	780.00
Retzer, Kenneth A.	M.Ed.	Mathematics	720.00	780.00
Wesley, John H.	M.A.	Art	760.00	780.00
James, Jeannie H.	M.S.	Home Economics	720.00	760.00
Ledbetter, Kenneth L.	M.A.	English	700.00	760.00
Natale, Joseph M.	M.S.	Art	740.00	760.00
Edwards, Thomas F.	M.A.in Ed.	Physical Sciences	720.00	740.00
Erbe, Gertrude	M.M.	Music	720.00	740.00
Jackson, Bryant H.	M.S.in LS	Library	720.00	740.00
Parker, Louise O.	M.P.H.	Health Education	680.00	740.00
May, Denton B.	M.A.	English	700.00	720.00
Morden, John G.	M.A.	English	700.00	720.00
Vacancy (new)		Agriculture		900.00
Vacancy (new)		Art		900.00
Vacancy (Sample)		Art		900.00
Vacancy (Oyakawa)		Biological Sciences		900.00
Vacancy (substitute)		Biological Sciences		900.00
Vacancy (Webb)		Business Education		900.00
Vacancy (new)		Education and Psychology		900.00
Vacancy (substitute)		Education and Psychology		900.00
Vacancy (substitute)		Education and Psychology		900.00
Vacancy (Schlaeger)		English		900.00
Vacancy (substitute)		English		900.00
Vacancy (new)		Foreign Languages		900.00
Vacancy (new)		Foreign Languages		900.00
Vacancy (McDavitt)		Geography		900.00
Vacancy (substitute)		Geography		900.00
Vacancy (new)		Health and P.E. (Men)		900.00
Vacancy (new)		Health and P.E. (Men)		900.00
Vacancy (Riley)		Health and P.E. (Women)		900.00
Vacancy (substitute)		Health and P.E. (Women)		900.00
Vacancy (Bryan)		Home Economics		900.00
Vacancy (new)		Industrial Arts		900.00
Vacancy (new)		Library		900.00
Vacancy (new)		Library		900.00
Vacancy (new)		Mathematics		900.00
Vacancy (new)		Music		900.00
Vacancy (new)		Physical Sciences		900.00
Vacancy (Skove)		Physical Sciences		900.00
Vacancy (Brunk)		Social Sciences		900.00
Vacancy (McMurray)		Social Sciences		900.00
Vacancy (new)		Social Sciences		900.00
Vacancy (substitute)		Social Sciences		900.00
Vacancy (new)		Speech		900.00
Vacancy (Stambusky)		Speech		900.00

Instructors

Legg, Lewis L.	M.A.in Ed.	Physical Sciences	780.00	880.00
Carroll, Conrad E.	M.A.	Mathematics	780.00	860.00
Dowdall, Leven M.	M.S.in Ed.	Industrial Arts	760.00	860.00
Ragouzis, Perry N.	M.F.A.	Art	740.00	860.00
⁴ McCarney, Bernard J.	M.S.	Social Sciences	720.00	840.00
Niemi, Edwin E.	M.S.	Art	760.00	840.00
Sharkey, Frank E.	M.A.	Industrial Arts	760.00	840.00
¹ Brubeck, James F.	M.A.	Business Education	780.00	820.00
Brush, Robert J.	Ed.M.	Physical Sciences	780.00	820.00
Upton, Charlotte M.	M.S.in Ed.	Home Economics	780.00	820.00
Woodson, Betty	M.A.	Education	720.00	820.00

Butt, Jack D.	M.S.	Health and P.E.	720.00	800.00
Martin, Marjorie F.	M.S.in Ed.	Health and P.E.	780.00	800.00
Newby, Richard L.	M.A.	English	720.00	800.00
Prince, Frances D.	M.A.	Education	780.00	800.00
Sailors, Barbara	M.A.	Health and P.E.	720.00	800.00
Schultze, Luella E.	A.M.	Education	780.00	800.00
Schurr, Evelyn L.	M.S.	Health and P.E.	740.00	800.00
Scott, Jimmy D.	M.S.in Ed.	Health and P.E.	740.00	800.00
Whited, Robert R.	M.S.	Music	720.00	800.00
Baucom, Adrian	M.A.	Mathematics	720.00	780.00
Beggs, Barbara Ann	M.A.	Education	760.00	780.00
Cox, Dorothy	M.A.	Education	760.00	780.00
Fischer, Raymond L.	M.S.in Ed.	Speech	700.00	780.00
Foreman, Anne	M.A.	Foreign Languages	720.00	780.00
Jacobs, Dorothy	A.M.	Education	680.00	780.00
Legge, William B.	M.S.in Ed.	Education	760.00	780.00
Lidh, William R.	M.S.	Art	720.00	780.00
Midtlyng, Joanna	M.S.	Health and P.E.	680.00	780.00
Norwood, Donald C.	M.S.in Ed.	Mathematics	760.00	780.00
Rex, Evelyn J.	M.A.	Education	760.00	780.00
Steinburg, C. Louis	M.S.in Ed.	Art	700.00	780.00
Weiser, Ida G.	M.S.	Education	660.00	780.00
Wooley, Ethel	M.A.	Education	760.00	780.00
Brown, Lynn H.	M.S.	Mathematics	740.00	760.00
Gallagher, Mary G.	M.M.	Music	740.00	760.00
Greenseth, Glen E.	M.A.	Physical Sciences	740.00	760.00
O'Brien, Alice L.	M.S.in Ed.	Education	740.00	760.00
Truex, Wayne O.	M.S.	Health and P.E.	740.00	760.00
Engelsman, William H.	M.M.E.	Music	720.00	740.00
Lee, William J.	M.F.A.	Art	720.00	740.00
Maddocks, Jane	M.A.	English	660.00	740.00
Parsell, Roger E.	M.A.	English	720.00	740.00
Sweet, David E.	M.A.	Social Sciences	720.00	740.00
Beck, Roy A.	M.S.	Speech	700.00	720.00
Grotzinger, Laurel	M.S.	Library	640.00	720.00
Jones, Lucile Q.	M.S.in Ed.	Education	660.00	720.00
Mini, Louise F.	A.M.	Foreign Languages	700.00	720.00
Beckman, Kenneth R.	M.A.	Education	680.00	700.00
Boaz, Mary E.	M.S.	Home Economics	680.00	700.00
Munger, Creston D.	M.S.	English	680.00	700.00
Williams, E. Gwendolyn	M.A.	English	680.00	700.00
Workman, Donna Jo	M.A.	Health and P.E.	620.00	700.00
Abshire, Ellen Maxine	M.S.	Health and P.E.	660.00	680.00
Bewsey, Julia Joan	M.A.	Library	660.00	680.00
Foeller, George P.	M.A.	Music	660.00	680.00
Mabry, Laurene	M.S.in Ed.	Health and P.E.	660.00	680.00
Nye, William J.	M.S.in L.S.	Library	660.00	680.00
Hostettler, Dorothy	M.S.in Ed.	Education	640.00	660.00
McDonald, Kaye	M.S.(P.E.)	Health and P.E.	620.00	640.00
Nelson, Marita L.	M.S.	Health and P.E.	620.00	640.00
Perry, Shirley J.	M.S.P.E.	Health and P.E.	620.00	640.00
Simon, Barbara L.	M.S.in L.S.	Library	520.00	640.00
Vacancy (Claus)		Agriculture		800.00
Vacancy (new)		Education and Psychology		800.00
Vacancy (substitute)		Education and Psychology		800.00
Vacancy (Bohlender)		English		800.00
Vacancy (Zarit)		English		800.00
Vacancy (Oberlender)		Foreign Languages		800.00
Vacancy (P.Benjamin)		Health and P.E.(Men)		800.00
Vacancy (new)		Health and P.E. (Women)		800.00
Vacancy (Osborn)		Health and P.E. (Women)		800.00
Vacancy (Weidlein)		Health and P.E. (Women)		800.00
Vacancy (Kuehn)		Industrial Arts		800.00
Vacancy (Bird)		Library		800.00
Vacancy (Nobiling)		Metcalf		800.00
Vacancy (Opfer)		Metcalf		800.00

Vacancy (Albaugh)	Music	800.00
Vacancy (Lambert)	Music	800.00
Vacancy (new)	Music	800.00
Vacancy (Pocs)	Social Sciences	800.00
Vacancy (new)	Speech	800.00

¹Sabbatical leave, 1961-1962

²Sabbatical leave, 1961-1962, first semester only

³Sabbatical leave, 1961-1962, second semester only

⁴Non-sabbatical leave, 1961-1962

⁵Non-sabbatical leave, 1961-1962, first semester only

Faculty Assistants

Browne, Mary	A.B.	Education (half-time)	340.00	370.00
Vacancy (M. Scott)		Residence Halls		220.00

Ten Months Appointments

- The following dormitory directors are recommended for employment in regular positions as indicated for a ten months period beginning September 1961.

Name	Academic Degree	Department	Salary 1960-1961 (Monthly)	Salary 1961-1962 (Monthly)
Elmendorf, Mary E.	A.M.	Residence Halls	*560.00	*620.00
Day, Phyllis G.		Residence Halls	*420.00	*500.00
Holliday, Bernice	B.Ed.	Residence Halls	*540.00	*600.00
Vacancy (Bleidt)		Residence Halls		*480.00
Vacancy (Feldkamp)		Residence Halls		*420.00
Vacancy (Myrick)		Residence Halls		*420.00
Vacancy (Towle)		Residence Halls		*500.00
Vacancy (Wisthuff)		Residence Halls		*500.00

* plus maintenance valued at \$80.00 per calendar month.

Eleven Months Appointment

- The following director of a division is recommended for employment in a regular position as indicated for an eleven months period beginning September 1961.

Name	Academic Degree	Department	Salary 1960-1961 (Monthly)	Salary 1961-1962 (Monthly)
Taylor, Glenn J.	Ph.D.	Speech-Professor	1040.00	1120.00

Twelve Months Appointments

- The following persons are recommended for employment in regular positions as indicated for the calendar year September 1, 1961 to August 31, 1962, with salaries indicated at the extreme right, these appointments and salaries effective September 1, 1961.

Name	Academic Degree	Payroll Title	Position Nature of Work	Salary 1960-1961 (Monthly)	Salary 1961-1962 (Monthly)
Bone, Robert G.	Ph.D.	Professor	President	\$1800.00	\$1800.00
Larsen, Arthur H.	Ph.D.	Professor	Vice President Dean of the Faculty	1380.00	1480.00

Belshe, Francis B.	Ph.D.	Professor	Dean of the Under-graduate School	1160.00	1300.00
Gibson, Harold E.	Ed.D.	Professor	Director of Bureau of Appointments	1180.00	1300.00
Johnson, Eric H.	Ed.D.	Professor	Administrative Assistant to the President	1160.00	1300.00
Hoover, F. Louis	Ed.D.	Professor	Head of the Art Department	1160.00	1260.00
Sorensen, C. W.	Ph.D.	Professor	Dean of the Graduate School	1120.00	1260.00
Toll, Lewis R.	Ed.D.	Professor	Head of the Business Education Department	1140.00	1240.00
Watterson, Arthur W.	Ph.D.	Professor	Head of the Geography Department	1140.00	1240.00
McCormick, Clyde T.	Ph.D.	Professor	Head of Mathematics Department	1120.00	1220.00
Nance, Helen M.	Ph.D.	Professor	Director of Division of Elementary Education	1120.00	1220.00
Rilett, R. Omar	Ph.D.	Professor	Head of Biological Sciences Department	1120.00	1220.00
Woods, Harvey S.	Ph.D.	Professor	Head of Agriculture Department	1120.00	1220.00
Davis, Florence P.	Ph.D.	Professor	Head of Home Economics Department	1120.00	1200.00
Gimmestad, Victor E.	Ph.D.	Professor	Head of English Department	1080.00	1200.00
Kelly, Ellen D.	Ph.D.	Professor	Head of Department of Health and P.E. for Women	1120.00	1200.00
Lovell, Harry D.	Ed.D.	Professor	Director of University High School	1080.00	1200.00
Philpot, Frank N.	Ed.D.	Professor	Head of Department of Education and Psychology	1060.00	1200.00
Replogle, Vernon L.	Ed.D.	Professor	Director of Metcalf Elementary School	1080.00	1200.00
Rye, Howard H.	Ed.D.	Professor	Head of Music Department	1120.00	1200.00
White, Charles A.	Ph.D.	Professor	Head of Speech Department	1080.00	1200.00
Hardy, C. W.	M.D.	Professor	Director of University Health Service	1080.00	1180.00
Hertel, Robert R.	Ph.D.	Professor	Director of Libraries	1060.00	1180.00
Keeley, Benjamin J.	Ph.D.	Professor	Head of Social Sciences Department	1020.00	1160.00

Phelps, Harold R.	Ph.D.	Professor	Director of Division Special Education	\$1080.00	\$1160.00
Ryder, Bernard L.	Ph.D.	Professor	Head of Department of Physical Sciences	1020.00	1160.00
Keaton, Anna L.	Ph.D.	Professor	Dean of Women	1080.00	1140.00
Horvay, Frank D.	Ph.D.	Professor	Head of Department of Foreign Languages	1020.00	1120.00
O'Connor, Burton L.	Ed.D.	Professor	Head of Department of Health and P.E. for Men	940.00	1120.00
Brown, Francis R.	Ed.D.	Professor	Director of Uni- versity Extension and Field Services	1020.00	1120.00
Hulet, Richard E.	Ed.D.	Assoc. Prof.	Dean of Men	1020.00	1120.00
Kaiser, Bruce T.	B.S.	Ex. Asst. Ed. & Ad.	Director of Uni- versity Union	980.00	1120.00
Lauby, Cecilia J.	Ed.D.	Professor	Director of Profes- sional Laboratory Experiences	1060.00	1120.00
Ensign, Preston	B.Ed.	Ex.Asst. Ed. & Ad.	Business Manager	1000.00	1100.00
Hancock, Howard J.	M.S.	Assoc. Prof.	Director of Athletics	980.00	1100.00
Ivens, Howard J.	Ph.D.	Professor	Director of Admissions and Records	1020.00	1080.00
Salowitz, Irving	M.D.	Assoc. Prof.	Assistant Director of University Health Service	960.00	1060.00
Smith, Ralph L.	Ph.D.	Assoc. Prof.	Director of Radio and Television	940.00	1060.00
Almy, Theodore B.	Ed.D.	Assoc. Prof.	Administrative Asst. to the Dean of the Faculty	960.00	1020.00
Hall, Gertrude M.	Ed.D.	Assoc. Prof.	Director of Publicity	900.00	980.00
Rickman, Lillie Mae	A.M.	Asst. Prof.	Associate Director of Metcalf Elementary School	900.00	980.00
Gillis, John W.	Ph.D.	Asst. Prof.	Assistant Dean of Men	820.00	960.00
P'Simer, Christine	D.Ed.	Assoc. Prof.	Assistant Dean of Women	840.00	960.00
Wade, Francis M.	M.A.	Asst. Prof.	Director of Alumni Services	840.00	940.00
Smith, Nelson	M.S. in Ed.	Asst. Prof.	Director of Photo- graphic Services	820.00	920.00
Steele, J. Russel	M.S. in Ed.	Asst. Prof.	Publicity - Health and P.E.	820.00	900.00

White, William V.	M.S.	Instructor	Director of the University Press	\$ 780.00	\$ 900.00
Smith, Richard J.	M.S.	Asst. Prof.	Director of Student Employment and Loans	860.00	880.00
Kirchhoefer, Esther	M.A.	Instructor	Registrar	780.00	860.00
		Ex. Asst. Ed. & Ad.			
Honn, Max L.	M.S.	Instructor	Assistant Director of the University Press	780.00	840.00
Terrill, Isabelle	A.M.	Asst. Prof.	Director of University Housing	760.00	840.00
Peyer, Edna Mae	B.S.	Fac. Asst.	Test Service	480.00	500.00
		in Ed.			
Eyestone, Lura M.	B.S.		Emerita Instructor	200.00	200.00
Vacancy (M.L. Miller)			Director of Audio Visual Education		1000.00
Vacancy (Melrose)			Admissions and Records		880.00
Vacancy (Eckert)			Residence Halls		720.00
Vacancy (K.Scott)			Residence Halls		660.00
Vacancy (Wolter)			Housing		620.00

III. OTHER EMPLOYEES

A. Classified Employees for 1961-1962

1. The following Civil Service employees on a basis not to exceed twelve months, for the period beginning July 1, 1961, unless otherwise stated, and arranged in alphabetical order within classifications, are recommended for employment at salaries indicated.

Position Number	Name	Office	Salary 1960-1961 Monthly	Salary 1961-1962 Monthly
<u>Accountant II (425-650)</u>				
180	Stiegelmeier, Phyllis	Business	\$470.	\$500.
<u>Agent, Purchasing (600-925)</u>				
278	Burns, Harold	Business	750.	820.
<u>Aide, Physical Therapy (200-275)</u>				
348	Quillman, Ila	Special Education	240.	270.
<u>Assistant, Personnel III (350-500)</u>				
295	Hougham, Yvonne	Personnel	340.	380.
<u>Assistant, Purchasing II (450-700)</u>				
322	Dorethy, William	Business	610.	650.
<u>Attendant, Women's Locker Room (200-275)</u>				
305	Jordan, Melba	Health & P.E.	270.	275.

#The designation I-CS is used for Civil Service positions with the "I" designating I.S.N.U., and "CS" meaning Civil Service.

<u>Auditor, Internal (550-850)</u>				
308	Walker, Jack	Business	\$660.	\$725.
<u>Bursar (600-925)</u>				
		Business		
<u>Cashier I (250-325)</u>				
178		Business	325.	325.
<u>Cashier II (300-400)</u>				
37		Business	350.	350.
<u>Clerk, Accounting II (300-400)</u>				
274	Harris, Margaret	Business	350.	375.
<u>Clerk, Administrative (375-550)</u>				
3	Boundy, Lottie	Dean of Faculty	500.	550.
	Roseman, Ferne	Business	525.	530.
<u>Clerk, Chief (350-500)</u>				
179	Black, Edward	Audio-Visual	360.	370.
20	Blake, Carol	Bureau of Appts.	425.	445.
12	Reilly, Marie	Dean of Women	450.	480.
6	Ritchie, Florence	Admissions	440.	460.
230	Shoup, Evelyn	Audio-Visual	325.	360.
25	Van Beynen, Mardelle	Alumni	450.	470.
<u>Clerk, Chief Library (350-500)</u>				
50	Clem, Ruth	Milner Library	450.	480.
<u>Clerk, Library II (250-325)</u>				
52	Einhorn, Louise	Milner Library	280.	295.
51	Love, Louise	Milner Library	250.	250.
<u>Clerk, Library III (275-350)</u>				
255	Temple, Katherine	Milner Library	270.	285.
<u>Clerk, Stenographer I (225-300)</u>				
282	Bunn, Lois (8/15/61)	Recorder	250.	265.
32	Claudon, Judith	Men's P. E.	250.	265.
300	Dawson, Joanne	President	260.	285.
16	Fox, Jill	Dean of Men	240.	250.
28	Treash, Mary Ann	Metcalf School	250.	250.
288	Wood, Lois	Dean of Faculty	230.	240.
<u>Clerk, Stenographer II (250-325)</u>				
240	Bates, Irene	Publicity	310.	320.
287	Berck, Naomi	Housing	290.	300.
251	Birkey, Joanne	Off Campus Student Teaching	280.	290.
310	Bourgerie, Katherine	Foreign Languages	265.	280.
232	Cole, Rae Ann	Home Econ. and Ind. Arts	270.	280.
285	Davis, Janet	Business Education	275.	290.
34	Fredericks, Joyce	Biological Science	275.	285.
284	Guttschow, Virginia	English	295.	305.
10	Heavilin, Dorothy (8/1/61)	Recorder	250.	265.
231	Hoover, Eunice	Mathematics	270.	285.
351	Keneipp, Nancy	Phy. Science & Spec. Educ.	265.	275.
9	McHugh, Karen	Registrar	260.	275.
38	Quick, Dorothy	Purchasing	280.	290.
309	Tilton, Judy	Agriculture	270.	280.
150	Weirman, Yvonne	Registrar	300.	310.
273	Whitmer, Barbara	Speech	285.	300.
228	Witten, Valerie	Geography	280.	300.

Clerk, Stenographer III (300-400)

19	Carver, Helen	Special Education	\$325.	\$340.
233	Crist, Jolly	Education & Psychology	300.	315.
21	Fox, Sarah	Bureau of Appointments	375.	395.
156	Haug, Felice	Art	335.	345.
33	Karrick, Betty	Women's P. E.	335.	345.
247	King, Mary Ann	Special Education	315.	330.
4	McCarthy, Cecile	Dean of Faculty	285.	300.
7	McGowan, Gloria	Admissions	350.	375.
254	Mendenhall, Elsie	Men's P. E.	300.	315.
227	Priest, Patricia	Social Science	325.	340.
263	Stephenson, Betty	Music	325.	340.

Clerk, Stores (300-400)

331	Hedstrom, Alvin	Music	340.	360.
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Clerk, Typist I (200-275)

323	Bonnett, Susan	Business	240.	260.
355	Dickerson, Judith	Personnel	240.	255.
241	Edwards, Sally	Testing	250.	260.
321	Goeken, Georgene	Dean of Women	240.	250.
318	Patterson, Sharon	U. High	235.	240.
356	Rogers, Doris	Housing	235.	245.
359	Weddle, Jacquelyn	President	225.	245.

Clerk, Typist II (225-300)

29	Bacon, Burdetta	Special Education	275.	285.
234	Baker, Marilyn	Admissions	255.	265.
358	Barker, Jacqui	Publicity	125. ($\frac{1}{2}$ time)	135.
149	Ells, Betty	Bureau of Appointments	260.	270.
283	Green, Alma	Business	250.	265.
253	Murphy, Anne	Alumni	235.	235.
317	O'Connell, Florence	Milner Library	265.	275.
314	Paul, Joanne	Milner Library	260.	280.
252	Stegeman, Charlotte	Education	275.	295.
229	Timme, Charlotte	Physical Plant	270.	285.
83		Health Service	270.	270.

Clerk, Typist III (275-350)

45	Black, Emma Jean	Purchasing	315.	330.
221	Peirce, Nancy	Health Service	270.	290.

Engineer, Broadcasting (350-500)

319	Van Dyke, John	Television	405.	475.
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Engineer, Chief Plant Operating (600-925)

85	Monninger, Robert	Physical Plant	620.	725.
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Engineer, Closed Circuit TV (350-500)

304	Kramer, Norman	Television	440.	500.
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Examiner, Assistant (350-500)

311	Wallace, Ferne	Registrar	460.	480.
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Foreman, Herdsman (350-500)

361	Megli, Gene (8/1/61)	University Farm	410.	440.
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Manager, Assistant Business (600-925)

277	Sealock, John	Business	800.	850.
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Manager, Farm (375-550)

144	McKee, James	University Farm	485.	510.
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Manager, Food Service (600-925)

165	Bradford, Alice	Food Service	750.	790.
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<u>Nurse, Health Service (300-400) (11 mos.)</u>				
81	Anderson, Ethel	Health Service	\$355.	\$365.
212	Boge, Margaret	Health Service	355.	365.
79	Campbell, June	Health Service	355.	365.
152	Fenton, Mina	Health Service	355.	365.
77	Littlefield, Patricia	Health Service	355.	365.
354	Pohlmann, Elsie	Health Service	270.(75% time)	280.
<u>Nurse, Head Health Service (350-500)</u>				
74	Weber, Gyneth	Health Service	480.	500.
<u>Nurseryman (350-500)</u>				
294	Bowman, Earl	Physical Plant	410.	430.
<u>Officer II, Personnel (600-925)</u>				
270	Wiant, David T.	Personnel	750.	825.
<u>Operator II, Bookkeeping Machine (275-350)</u>				
40	Aucutt, Bernadine	Business	325.	340.
<u>Operator I, Duplicating Machine (200-275)</u>				
242	Arends, Judith	Duplicating	240.	255.
<u>Operator II, Duplicating Machine (275-350)</u>				
48	Barney, Doris	Duplicating	300.	320.
49	Bryant, Marcia	Duplicating	300.	320.
<u>Operator, Chief Switchboard (275-350)</u>				
		Switchboard	275.	275.
<u>Operator, Switchboard (200-275)</u>				
27	Curby, Beverly	Switchboard	260.	270.
256	Wannell, Lorna	Switchboard	250.	265.
<u>Recorder, Assistant (350-500)</u>				
11	Schad, Dorothy	Recorder	330.	370.
<u>Secretary (Stenographic) (375-550)</u>				
18	Efford, Hilda	U. High	410.	440.
303	Gesell, Pauline	Graduate Dean	400.	440.
26	Marty, Aileen	Field Services	380.	400.
13	McKenna, Helen	Housing	420.	440.
17	McQueen, Oressa	Metcalf School	445.	460.
15	Richardson, Dorothy	Dean of Men	450.	490.
41	Wall, Mary Ann	Business	350.	400.
<u>Secretary, Administrative (Stenographic) (475-750)</u>				
1	King, Dorothy	President	700.	750.
<u>Superintendent of Buildings (475-750)</u>				
87	Butler, John	Physical Plant	600.	700.
<u>Superintendent of Buildings & Grounds (600-925)</u>				
84	Lawson, W. P.	Physical Plant	750.	825.
<u>Superintendent of Grounds (475-750)</u>				
		Physical Plant	700.	700.
<u>Storekeeper (350-500)</u>				
320	Peasley, Donald	Biological & Phy. Science	360.	380.
<u>Supervisor, Duplicating Service (400-600)</u>				
47	Russell, Helen	Duplicating	530.	560.

<u>Supervisor, Inventory (300-400)</u>				
162	Liescheidt, Ruth	Business	\$350.	\$375.-
<u>Supervisor, Mailing Service (300-400)</u>				
44	Fitzgerald, Russell	Mailing Service	385.	395.
<u>Supervisor of Central Receiving Station (350-500)</u>				
276	Fiorini, Louis	Business	375.	410.
<u>Supervisor, Office (400-600)</u>				
2	Heinecke, Dorothy	President	540.	560.
5	Cottone, Pauline	Dean of Faculty	530.	560.
<u>Supervisor, Tabulating Machine (375-550)</u>				
46	Sears, Ferrell	Testing	500.	530.
<u>Supervisor of Security & Traffic (450-700)</u>				
366	Sylvester, Harold	Security & Traffic	580.	625.
<u>Technician, Electro Acoustic (350-500)</u>				
301	Reynolds, C. Truman	Audio-Visual	410.	420.
<u>Technician, Laboratory & X-Ray (350-500)</u>				
208	Weber, Bernice	Health Service	425.	445.
<u>Technician, Photographic I (275-350)</u>				
298	Pattison, Marie	Publicity	260.(75% time)	275.
<u>Technician, Piano (375-550)</u>				
271	Headley, Will	Music	525.	535.
<u>Writer, Editorial (350-500)</u>				
297	Cross, Marjorie	Publicity	425.	450.

2. Classified employees for a period not to exceed twelve months beginning July 1, 1961, payable from Auxiliary Enterprises and Bond Revenue Funds.

Position Number (I-CS)	Name	Area	Salary 1960-1961 Monthly	Salary 1961-1962 Monthly
<u>Accountant II (425-650)</u>				
267	Weistart, Barth	Business	\$450.	\$500.
<u>Assistant, Food Service Office (225-300)</u>				
71	Swart, Donna	Food Service	250.	260.
<u>Assistant to Director of the University Union (425-650)</u>				
264	Anderson, Henry	University Union	560.	600.
<u>Attendant, Linen Room (300-400)</u>				
341	Blake, Robert	Housing	360.	375.
<u>Chef (350-500)</u>				
316	Kleine, Herbert	Food Service	315.	350.
214	Shaw, Kenneth	Food Service	420	490.
<u>Clerk III (275-350)</u>				
72	Robbins, Lucile	Food Service	310.	320.
<u>Clerk I, Accounting (225-300)</u>				
312	McElhiney, Marie	Business	275.	300.

<u>Clerk II, Accounting (300-400)</u>				
220	Colteaux, Adeline	University Union	\$310.	\$320.
<u>Clerk, Stenographer II (250-325)</u>				
336	Herrmann, Myra	Student Loan & Insurance	285.	300.
<u>Clerk, Stenographer III (300-400)</u>				
224	Hughes, Margaret	University Union	315.	340.
<u>Clerk, Typist I (200-275)</u>				
343	Hari, Beverly	University Union	240.	250.
<u>Director, Residence Hall (350-500)</u>				
14	Vissering, Harriet G.	Housing	400.(10 mos.)	450.
<u>Manager, Assistant Food Production (350-500)</u>				
350	Antenen, Fremont	Food Service	415.	430.
345	Ryan, Lester	Food Service	395.	410.
<u>Manager, Food Production (375-550)</u>				
183	Arnold, Robert	Food Service	425.	450.
56	Douglass, Rita	Food Service	460.	480.
257	Sleevar, Stanley	Food Service	500.	525.
<u>Manager, Assistant Food Service (425-650)</u>				
182	Richards, Catherine	Food Service	580.	610.
<u>Routeman (325-450)</u>				
342	Milburn, Donald	Purchasing	350.	385.
<u>Storekeeper (350-500)</u>				
330	Farber, Delmar	Business	400.	425.
<u>Supervisor, Assistant Fountain (275-350)</u>				
291	Brimm, Marcia	University Union	275.	285.
289	Robbins, Rosamond	University Union	270.	280.
286	Wright, Clifford	University Union	265.	280.
<u>Supervisor, Fountain (375-550)</u>				
236	Kennedy, Erwin	University Union	500.	530.
<u>Supervisor, Food Service (300-400)</u>				
57	LaCroix, Ruth	Food Service	285.	300.
332	Ogden, Louise	Food Service	375.	375.
363	Winsett, Lena	Food Service	285.	300.
275		Food Service		
<u>Supervisor, Housing Maintenance (400-600)</u>				
340	Mays, Harvey	Housing	450.	480.

REPORT OF
NORTHERN ILLINOIS UNIVERSITY

May 15, 1961

II. FACULTY

Payment of Substitutes - Northern Illinois Elementary and Junior High School
(regular rate)

April 3, 4, 5 - Mrs. Norma Oberlin for Miss Jeanne Larson - illness
April 4, afternoon only: Mrs. Eunice Hartman for Miss Carolyn Hatlestad -
attend meeting in Omaha
April 3 ($\frac{1}{2}$), 4, 5 - Mrs. LaVonne Smith for Mrs. Edra Lipscomb - illness
April 4, 5, 6, 7 - Mrs. Wilma Murray for Mrs. Catherine Carter - illness
April 10, 11 - Mrs. Susanna Matz for Mrs. Elmer Kuhn - death in family
April 11 ($\frac{1}{2}$), 12, 13 - Mrs. Wilma Murray for Mrs. Mary L. Riccio - illness
April 18 ($\frac{1}{2}$) day - Mrs. Norma Oberlin for Mrs. Alda Weedman - death in family

Temporary Appointment - Summer Session, 1961

Mr. Don A. Roper, assistant professor, Department of Chemistry, for the summer session, only, at a salary of \$1600 for eight weeks, replacing Miss Virginia Schelar. Mr. Roper has his bachelor's degree from Fisk University, Nashville, Tennessee, and his master's degree from the University of Michigan, Ann Arbor. He comes to Northern with four years' teaching experience as a teaching fellow at the University of Michigan. This is a temporary appointment.

Summer Session, 1961 Payroll

Doyle, Donald - Department of Speech - 4 weeks instead of 2 (April Report)
Seguel, Mrs. Mary L. - Department of Education - 8 weeks (replacing Dr.
Marguerite O'Connor who resigned her summer appointment)

Replacement Because of Illness

Miss Minnie D. Stensland, retired faculty member, Department of Music, to serve at a salary of \$880 per month beginning May 1, 1961 during the absence of Dr. Minerva Pepinsky who is ill.

Change in Salary

Mr. Hallie J. Hamilton, instructor, Department of Journalism - \$7560 for 9 months instead of \$7380: April, 1961 board report.

Not Returning for the Next Academic Year - Employed on a Part-time, Temporary Basis

Mr. Robert L. Baker, instructor, Department of Journalism
Dr. Ralph E. Bowermaster, professor, Department of Business Administration
Mr. Bert S. Buscher, faculty assistant, Department of Physics
Mrs. Marie R. Dayton, faculty assistant, Dept. of Phys. Educ. for Women
Mrs. Mary G. Gray, instructor, Department of English
Mr. Robert B. Hilsabeck, instructor, Department of History
Mrs. Eleanor Huntzicker, faculty assistant, Dept. of Business Education
Mrs. Jane Kiple, instructor, University School Library
Mr. John S. Koach, faculty assistant, Dept. of Business Administration
Dr. Bernard Oosting, professor, Dept. of Business Administration
Mr. Edward R. Searby, instructor, Dept. of Business Administration
Mrs. Marilyn Strawn, faculty assistant, Department of Art
Mrs. Ruth Tsotsis, instructor, Dept. of Foreign Languages
Mrs. Maria Vazquez, faculty assistant, Dept. of Foreign Languages
Dr. David L. Wagner, instructor, Department of History
Mrs. Helen B. Wells, instructor, Department of Mathematics

Mr. Gerald O. Wine, instructor, Dept. of Business Administration
Mrs. Marjorie Winters, instructor, Department of English
Dr. Akihiko Yokosawa, associate professor, Department of Physics

Not Returning for the Next Academic Year - Employed on a Temporary Basis

Mr. Howard Brighton, instructor, University School
Mrs. Patricia Canon, instructor, University School
Mrs. Icilda Flournory, instructor, Department of Home Economics
Dr. Zygmunt Gasiorowski, associate professor, Department of History
Dr. Ella Hanawalt, professor, Department of Psychology
Dr. Ralph Ireland, professor, Department of Social Sciences
Dr. George P. Jan, assistant professor, Department of Social Sciences
Mr. Ronald L. Kowalke, instructor, Department of Art
Mrs. Agnes S. Kuhn, instructor, University School
Mr. Gentry Lovett, instructor, Department of Speech
Mr. Robert H. Lynch, faculty assistant, Department of Physics
Mr. Edward M. McGough, instructor, Department of Music
Dr. Frank B. Miller, professor, Department of Education
Miss Priscilla Perry, instructor, Department of Biological Sciences
Mr. Robert Rhinberger, faculty assistant, Physical Education for Men
Miss Joan E. Schulz, instructor, Department of English
Dr. Pairlee J. Stinson, assistant professor, Department of Mathematics
Mr. Charles F. Story, assistant professor, Dept. of Business Administration
Mrs. Helene V. Tink, faculty assistant, Bureau of University Research
Miss Betty J. VanHuben, instructor, Dept. of Nursing Education
Mr. John F. Wierdsma, instructor, Department of Art
Mrs. Mildred Winn, instructor, University School

Not Returning for the Next Academic Year - Terminations

Mr. John R. Beck, instructor, Department of Industrial Arts
Dr. Allan G. Blizzard, assistant professor, Department of Art
Mrs. Catherine Carter, instructor, University School
Dr. Bedford Hadley, assistant professor, Department of History
Miss Elizabeth A. Holmes, instructor, Department of English
Mr. Marvin L. Klaven, assistant professor, Department of Art
Dr. John W. Mann, assistant professor, Department of Social Sciences
Dr. Sonya Spiesman, associate professor, Department of Social Sciences
Mr. George A. Sullivan, instructor, Department of Industrial Arts
Miss Nancy A. Young, instructor, University School

Resignations

Mr. Voris V. King, assistant professor, Department of Earth Sciences,
effective at the close of the academic year in June, 1961.

Mr. Howard Matz, instructor, University School, effective at the close of the
academic year in June, 1961.

Mr. William P. Wood, instructor, resident advisor, Gilbert Hall, effective
June 15, 1961.

Replacements

Mr. Merlyn J. Behr, instructor, Department of Mathematics, replacing Mr. James Hall who resigned, at a salary of \$6300 for nine months beginning in September, provided the master's degree is conferred by September 1, 1961. If the master's degree has not been awarded, his rank will be that of faculty assistant at a salary of \$5400 for nine months. Mr. Behr has his bachelor's degree from Iowa State University at Ames and is currently completing requirements for his master's degree at the University of Illinois. He comes to Northern with two years' teaching experience at the Atlantic High School, Atlantic, Iowa.

Dr. William J. Brown, associate professor, Department of Speech, at a salary of \$8820 for nine months beginning in September, replacing Mr. Gentry Lovett who was a temporary appointment. Dr. Brown has his bachelor's degree from Wilmington College, Ohio, his master's degree from Kent State University, Kent, Ohio, and his doctor's degree from Syracuse University, New York. He has eleven years' teaching experience, coming to Northern from a position at the University of Louisville, Kentucky.

Dr. William H. Coffield, professor and head, Department of Elementary Education, at a salary of \$12,100 for eleven months beginning in September, replacing Dr. Ruth Ellis. Dr. Coffield has his bachelor's degree from Troy State College, Troy, Alabama, his master's degree from George Peabody College, Nashville, Tennessee, and doctor's degree from the State University of Iowa. He has eleven years' experience in teaching, coming to Northern from a position as Associate Director of the University Council on Educational Administration in Columbus, Ohio.

Miss Mary O. Furner, instructor and supervising teacher of English and Social Studies, University School, replacing Mrs. Catherine Carter, at a salary of \$6120 for nine months beginning in September, provided the master's degree is conferred by September 1, 1961. If the master's degree has not been awarded, her rank will be that of faculty assistant at a salary of \$5580 for nine months. Miss Furner has her bachelor's degree from the State University College for Teachers at Albany, New York, and is currently completing requirements for the master's degree at Northwestern University, Evanston. She comes to Northern with three years' teaching experience in high schools in Minnesota.

Miss Vivian L. Hardman, employed on temporary basis for the academic year 1960-1961, to be continued on regular basis as instructor in the Department of Speech at a salary of \$5760 for nine months beginning in September, replacing Mr. Paul Mattox who resigned.

Miss Emily E. Kernkamp, instructor, University School, at a salary of \$7020 for nine months beginning in September, replacing Mrs. Mary L. Riccio who resigned. Miss Kernkamp has her bachelor's degree from the University of Minnesota, Minneapolis, and her master's degree from the University of Colorado at Boulder. She has eleven years' teaching experience, coming to Northern from a position in a public school at St. Charles, Illinois.

Dr. Harvey C. McKenzie, associate professor, Department of Mathematics, at a salary of \$8820 for nine months beginning in September, replacing Mrs. Helen B. Wells who was a temporary appointment. Dr. McKenzie has his bachelor's and master's degrees from the University of Wisconsin at Madison, and his doctor's degree from the University of Colorado, Boulder. He has twenty-one years' teaching experience, coming to Northern from a position at the South Dakota State University in Brookings, South Dakota.

Miss Alyce J. Mitchem, instructor and supervising teacher of English and Social Studies, University School, replacing Dr. Bertha Bellis who is retiring, at a salary of \$6120 for nine months beginning in September, provided the master's degree is conferred by September 1, 1961. If the master's degree has not been awarded, her rank will be faculty assistant at a salary of \$5580 for nine months. Miss Mitchem has her bachelor's degree from the University of Colorado, Boulder and is currently completing requirements for the master's degree at the University of Wisconsin. She comes to Northern with three years' teaching experience at the Community High School, Crystal Lake, Illinois.

Mrs. Sandra M. Naiman, employed on temporary basis for the academic year 1960-1961, to be continued on temporary basis as instructor in the Department of English at a salary of \$5580 for nine months beginning in September.

Mr. Edward F. Syrek, employed on temporary basis for the academic year 1960-1961, to be continued on regular basis as assistant professor in the Department of Art at a salary of \$6480 for nine months beginning in September.

Mr. John M. Wrenn, employed on temporary basis for the academic year 1960-1961, to be continued on regular basis as instructor, Department of Physical Education for Men, at a salary of \$7720 for nine and one-half months beginning in September, replacing Mr. Robert Rhinberger who held a temporary appointment.

Mr. Edward D. Bender, instructor, Department of Mathematics, at a salary of \$5940 for nine months beginning in September. Mr. Bender has his master's degree from the University of Chicago and has served as assistant at the University of Chicago.

New Appointments - Positions Previously Approved by the Board

Dr. Mayo J. Bryce, professor, Dean of the College of Fine and Applied Arts, at a salary of \$13,680 for twelve months beginning in September. Dr. Bryce has his bachelor's degree from San Jose State College, San Jose, California, his master's and doctor's degrees from Teachers College, Columbia University. He has fourteen years' teaching experience, coming to Northern from a position as Specialist in Education for the Fine Arts in the U.S. Office of Education, Health, and Welfare, Washington, D.C.

Mr. Robert B. Cluff, employed on temporary basis for the academic year 1960-1961, replacing Miss Bernice Roth who was on leave of absence, to be continued on regular basis as assistant professor and assistant director of testing in the Division of Student Personnel Services at a salary of \$9840 for twelve months beginning in September.

Mrs. Maurine I. Cottew, instructor, University Library, at a salary of \$5940 for nine months beginning in September, provided the master's degree is conferred by September 1, 1961. If the master's degree has not been awarded, her rank will be faculty assistant at the same salary. Mrs. Cottew has her bachelor's degree from Northwest Missouri State College, Maryville and is currently completing requirements for the master's degree at the University of Denver, Colorado. She has seventeen years' teaching experience in elementary schools in Iowa.

Dr. Larry A. Doty, associate professor, Department of Psychology, at a salary of \$7740 for nine months beginning in September. Dr. Doty has his bachelor's, master's, and doctor's degrees from Purdue University at Lafayette, Indiana. He has six years' teaching experience, coming to Northern from a position at Chico State College, Chico, California.

Dr. Lawrence C. Hackamack, professor and head, Department of Management and Finance, at a salary of \$12,100 for eleven months beginning in September. Dr. Hackamack has his bachelor's degree from Culver Stockton College, Canton, Missouri, his master's degree from Western Illinois University at Macomb, and his doctor's degree from the State University of Iowa at Iowa City. He has thirteen years' teaching experience, coming to Northern from a position at the University of Massachusetts at Amherst.

Dr. Charles W. Leslie, associate professor, Department of Philosophy, at a salary of \$8640 for nine months beginning in September. Dr. Leslie has his bachelor's and master's degrees from the University of Toronto, Canada, a bachelor of divinity degree from Emmanuel College in Toronto and a doctor's degree from Harvard University. He has seventeen years' teaching experience, coming to Northern from a position at Huntington College, Sudbury, Ontario, Canada.

Dr. Joseph D. Martinez, associate professor, Department of Earth Sciences, at a salary of \$8640 for nine months beginning in September. Dr. Martinez has his bachelor's, master's and doctor's degrees from Louisiana State University, Baton Rouge, Louisiana. He has one year's teaching experience and fifteen years' experience in industry, eight of which have been as senior geologist for the Humble Oil Company, Houston, Texas.

Miss Constance E. Nissen, assistant professor, Department of Nursing Education, at a salary of \$7560 for nine months beginning in September. Miss Nissen has her R.N. from the Evanston Hospital (Illinois), her bachelor's degree from Northwestern University, her master's degree from McCormick Theological Seminary, Chicago and a master's degree from Columbia University, New York City. She has six years' teaching experience, coming to Northern from a position as instructor and counselor at the Maternity Center Association in New York.

Dr. Lorena R. Porter, professor, Department of Physical Education for Women, at a salary of \$9000 for nine months beginning in September. Dr. Porter has her bachelor's degree from the University of Illinois, her master's degree from Teachers College, Columbia University, and her doctor's degree from the State University of Iowa, Iowa City. She has thirty-two years' teaching experience, coming to Northern from a position at the State University of Iowa.

Dr. Rosalie D. Reynolds, employed on temporary basis for the academic year 1960-1961, to be continued on regular basis as associate professor in the Department of Chemistry at a salary of \$8460 for nine months beginning in September.

Dr. Michael L. Thompson, employed on temporary basis for the academic year 1960-1961, to be continued on regular basis as assistant professor in the Department of Secondary Professional Education at a salary of \$7740 for nine months beginning in September.

Mr. Robert K. Tiemens, assistant professor, Department of Speech, at a salary of \$6660 for nine months beginning in September. Mr. Tiemens has his bachelor's degree from Morningside College, Sioux City, Iowa and his master's degree from the State University of Iowa, Iowa City. He comes to Northern with two years' teaching experience at the State University of Iowa.

Permission to Fill Positions

We should like to have permission to fill the following positions which were previously approved and currently listed in the internal budget for 1960-1961:

- 1 - Library Science
- 1 - Physics
- 1 - Student Personnel Services (Counselor)

Positions Still to be Filled for 1961-1962

A) New Positions Approved But Not Yet Filled

- 1 - Accounting
- 1 - Art
- 1/2 - Associate Dean, College of Liberal Arts & Sciences
- 1 - Biological Sciences
- 1 - Business Education
- 1 - Chemistry
- 1 - Economics
- 2 - Elementary Education
- 4 - English
- 2 - Foreign Languages
- 1 - Graduate Programs in Education
- 2 - History
- 2 - Journalism
- 1 - Library Science
- 1 - Management & Finance
- 1 - Marketing
- 2 - Mathematics
- 1 - Music
- 2 - Nursing Education
- 1 - Outdoor Education, Lorado Taft Field Campus

- 1/2 - Physical Education for Men
- 1 - Physics
- 1 - Political Science
- 1 - Psychology
- 1 - Reading Clinic
- 1 - Regional Services (News Service Assistant)
- 1 - Research
- 1 - Secondary Professional Education
- 1 - Special Education
- 2 - Student Personnel Services (counselors)
- 3 - University Center (Director, 10 months only)
(Program Director, 6 months only)
(Bookstore Manager, 6 months only)
- 2 - University Library

B) Replacements for Leave of Absence Positions

- 1 - Biological Sciences: (Clayton, academic year)
- 3 - Chemistry: (Bower, autumn semester; Rolf, spring semester;
Schelar, academic year)
- 2 - Elementary Education: (Huey, academic year; Williams, academic year)
- 1 - English: (Baker, autumn semester)
- 1 - Home Economics: (Lucke, spring semester)
- 1 - Industrial Arts: (Parry, academic year)
- 1 - Marketing: (Nelson, spring semester)
- 1 - Mathematics: (Cormier, academic year)
- 1 - Music: (Moffat, academic year)
- 1 - Nursing Education: (Hart, academic year)
- 1 - Physical Education for Men: (Brigham, academic year)
- 1 - Political Science: (Twombly, autumn semester)
- 1 - Speech: (Lerea, academic year)
- 1 - University Elementary School: (Lipscomb, academic year)

C) Replacements - Other Reasons

- 3 - Art: (Blizzard, released; Klaven, released; Kowalke, temporary)
- 1 - Earth Sciences: (King, resigned)
- 4 - English: (Connor, retired; Ebstein, resigned; Schulz, temporary;
part-time persons)
- 1 - Foreign Languages: (part-time persons)
- 2 - History: (Gasiorowski, temporary; Hadley, released)
- 1 - Home Economics: (Flournory, temporary)
- 2 - Industrial Arts: (Beck, released; Sullivan, released)
- 1 - Management & Finance: (part-time persons)
- 1 - Mathematics: (Stinson, temporary)
- 1 - Outdoor Education, Lorado Taft Field Campus: (Hug, resigned)
- 2 - Physical Education for Women: (Lucas, resigned; Wilson, resigned)
- 1 - Physics: (part-time persons)
- 1 - Research: (Tink, temporary)
- 2 - Sociology & Anthropology: (Ireland, temporary; Mann, released)
- 1 - Speech: (Chastain, resigned)
- 1 - Student Personnel Services: (Wood, resigned)
- 3 1/2 - University Elementary School: (Canon, temporary; Kiple, part-time, temporary; Winn, temporary; Young, released)
- 2 - University Junior High School: (Kuhn, temporary; Matz, resigned)

Change of Status

After full consideration by the Personnel Committee (Administrative and Faculty Advisory Councils) and academic deans meeting together, we should like to submit for board approval, the change of status for faculty members as follows:

Mr. Paul Harrison, associate professor and director, Lorado Taft Field Campus, to head of Department of Outdoor Education and Director, Lorado Taft Field Campus, effective September 1, 1961 and to continue employment on a twelve months' basis.

Dr. Max S. Huebner, professor and director of student teaching, to Director and Head, Department of Student Teaching, effective September 1, 1961 and to continue employment on a twelve months' basis.

Dr. C. Mason Myers, associate professor and acting head, Department of Philosophy, to head, Department of Philosophy, effective September, 1961. His appointment will be changed from nine to eleven months.

From Associate Professor to Professor

Dr. Waldo W. Burchard, Department of Sociology & Anthropology
 Dr. Charles Canon, Department of Art
 Dr. Elizabeth C. Lane, Department of Physical Education for Women
 Dr. Robert L. Nash, Principal, University Junior High School
 Dr. William R. Seat, Jr., Department of English
 Dr. Wilbur Smith, Department of Music
 Dr. Philip C. Wells, Department of Graduate Programs in Education

From Assistant Professor to Associate Professor

Dr. Roy O. Burke, Department of Art
 Dr. Milton E. Carlson, Bureau of University Research
 Dr. Mildred C. Hillestad, Department of Business Education
 Dr. Garnet D. Olive, Department of Management and Finance
 Dr. Mary B. Swynehardt, University Elementary School

From Instructor to Assistant Professor

Miss Rosemary C. Anderson, University Junior High School
 Mr. William Farley, University Junior High School
 Mr. William G. Haendel, Department of Art
 Mr. Dale G. Jungst, Department of Mathematics
 Miss Helen A. McNamara, University Elementary School
 Mrs. Lenora F. Passmore, Department of Business Education
 Miss Patricia Paul, Department of Physical Education for Women
 Mrs. Pauline P. Schaefer, University Junior High School
 Mr. Arnold A. Slan, University Elementary School
 Mr. Charles L. Thomas, Department of Industrial Arts
 Mr. Joseph M. Vocolo, University Junior School

Faculty and Twelve Months' Payrolls - 1961-1962

We should like to present the faculty and twelve months' payrolls for 1961-1962. These have been considered by the Personnel Committee (Administrative and Faculty Advisory Councils) and academic deans meeting together on Saturday, April 8. The group agreed on these salaries.

FACULTY PAYROLLS - 1961-1962 On Nine Months Basis Unless Otherwise Indicated Personal Services

Professors	Academic Degree	Department	Monthly Rate	
			1960-1961	1961-1962
Holmes, Leslie A.	Ph.D.	President	1800 T	
Geigle, Francis R.	Ed.D.	Executive Vice President	1380 T	1480 T
Hains, J. Robert	Ph.D.	Academic Vice President	1320 T	1420 T
Hanson, Ernest E.	Ed.D.	Vice Pres., Student Pers.	1220 T	1320 T
Hellmich, Eugene W. #	Ph.D.	Mathematics	1260 ***	1320 ***
Fink, Stuart D.	Ph.D.	Dir., University School	1200 T	1300 T
Howell, Charles E.	Ph.D.	Director, Bureau of University Research	1200 ***	1300 ***
Thistlethwaite, R.L.	Ph.D.	Dean, College of Business	1200 T	1300 T
Caldwell, Loren T. #	Ed.D.	Earth Sciences	1220 ***	1280 ***

Hayter, Earl W.	Ph.D.	History	1200	1260
Huebner, Max S. #	Ph.D.	Student Teaching	1200 T	1260 T
Coe, C. Norton	Ph.D.	Dean, Graduate School	1140 T	1240 T
Crawford, Paul K. ##	Ph.D.	Speech	1200	1240
Gould, Howard W.	Ph.D.	Chemistry	1180 ***	1240
Popov, Alexander I.	Ph.D.	Dean, College of Liberal Arts & Sciences	1140 T	1240 T
Topp, Robert F.	Ph.D.	Dean, College of Education	1140 T	1240 T
Keller, Otto J.	M.D.	Dir., Student Health Service; Examiner, Univ. Retirement	1180 T	1200 T
Duncan, Margaret M. #	Ed.D.	Phys. Educ. for Women	1080 ***	1180 ***
Terwilliger, George #	Ed.D.	Biological Sciences	1080 ***	1180 ***
Yauch, Wilbur A.	Ed.D.	Educational Consultant	1120 T	1180 T
Alexander, Virgil W.	Ph.D.	Dean, Evening College	1060 T	1160 T
Baker, S. Orville #	Ph.D.	English	1080 ***	1140***L $\frac{1}{2}$
(Repl.)				1140 a
Bartels, Martin H.	Ph.D.	Director, Placement	1080 T	1140 T
Bowen, Ralph H.	Ph.D.	History	1080	1140
Bryce, Mayo J.	Ed.D.	Dean, College of Fine & Applied Arts	--	1140 T
Carey, John T. #	Ph.D.	Art	1080 ***	1140 ***
Grant, Eugene B.	Ph.D.	Elementary Education	1080	1140
Lefkowitz, Annette #	Ed.D.	Nursing Education	1080 T	1140 T
Maxwell, Lyle #	Ed.D.	Business Education	1080 ***	1140 ***
Rockwood, Catherine #	Ph.D.	Home Economics	1080 ***	1140 ***
Weed, Maurice J.	Ph.D.	Music	1080***L $\frac{1}{2}$	1140
Weigel, George D.	Ed.D.	Graduate Programs in Educ.	1080	1140
Williams, Esther	Ed.D.	Elementary Education	1080	1140 L
(Repl.)				1140 a
Wood, Margaret	Ph.D.	Speech	1080	1140
Cobb, Lillian #	Ph.D.	Foreign Languages	1080 ***	1120 ***
Fay, Vernon	Ph.D.	Music	1060	1120
Hardgrove, Clarence	Ph.D.	Mathematics	1080	1120
Jameson, Hugh	Ph.D.	History	1080	1120
Lindbeck, Wendell	Ph.D.	Chemistry	1080 LW	1120
Lloyd, John	Ed.D.	Economics	1080 LW	1120
Parmer, J. Norman #	Ph.D.	History	1020 ***	1120 ***
Reach, Damon D.	Ed.D.	Director, Summer Session	1060 ***	1120 T
Reinemann, Martin W.	Ph.D.	Earth Sciences	1060	1120
Rolf, Frederick	Ph.D.	Chemistry	1080	1120 L $\frac{1}{2}$
(Repl.)				1120 a
Vedder, Clyde B.	Ph.D.	Sociology & Anthropology	1060	1120
Volberding, Eleanor	Ph.D.	Secondary Professional Educ.	1060	1120
Wit, Daniel #	Ph.D.	Political Science	--	1120 ***
Woodruff, A. Bond #	Ph.D.	Psychology	1060 ***	1120 ***
Bullington, Robert	Ph.D.	Biological Sciences	1060 LW	1100 LW
Christiano, John G.	Ph.D.	Mathematics	1040	1100
Coffield, William H. #	Ph.D.	Elementary Education	--	1100 ***
Froom, William P.	Ed.D.	Dir., Regional Services	1000 T	1100 T
Hackamack, Lawrence C. #	Ph.D.	Management & Finance	--	1100 ***
Haddock, Ruth	Ph.D.	Dean of Women	1040 T	1100 T
Pritchard, George S.	Ed.D.	Registrar	1040 T	1100 T
Yankow, Henry G.	Ph.D.	Accounting	1060	1100
Aikins, Harold	Ph.D.	History	1060	1080
Beach, James W.	Ph.D.	Mathematics	1040	1080
Bower, John E.	Ph.D.	Chemistry	1040	1080 L $\frac{1}{2}$
(Repl.)				1080 a
Lerea, Louis #	Ph.D.	Speech	1020 ***	1080***L
(Repl.)				1080 a
Mittler, Sidney	Ph.D.	Biological Sciences	1040	1080
Nelson, J. Howard	Ph.D.	Marketing	1020	1080 L $\frac{1}{2}$
(Repl.)				1080 a
Rohde, Charles J.	Ph.D.	Biological Sciences	1020	1080
Schreiner, Martha E.	Ph.D.	Foreign Languages	1040	1080

Bischof, Ledford J.	Ed.D.	Psychology	\$1020	\$1060
Feyerherm, Harvey A.	Ph.D.	Biological Sciences	1020	1060
File, Clinton M.	Ed.D.	Management & Finance	1000	1060
Greene, Gwynn A.	Ed.D.	Student Teaching	1020 T	1060 T
Healey, William (#)	Pe.D.	Phys. Educ. for Men	1020 ****	1060 ****
Pike, C. Milton	Ed.D.	Dean of Men	1000 T	1060 T
Anglin, Eleanor M.	Ph.D.	University School	1000	1040
Gotesky, Rubin	Ph.D.	Philosophy	1000	1040
Kohler, Roderick G.	Ph.D.	Industrial Arts	1000	1040
Murray, Donald M.	Ph.D.	English	1000	1040
Nash, Robert L.	Ed.D.	University School	980 T	1040 T Pr
		Principal, Junior High School		
Powell, Marvin	Ph.D.	Graduate Programs in Educ.	1000	1040
Quick, Otho J.	Ph.D.	Industrial Arts	1000 **	1040 **
Reed, Mary Frances	Ph.D.	Home Economics	980	1040
Rodney, Robert K.	Ph.D.	English	1000	1040
Syverson, Genevieve	Ph.D.	Elementary Education	1000	1040
Wells, Philip C.	Ed.D.	Graduate Programs in Educ.	980	1040 Pr
Burchard, Waldo W. #	Ph.D.	Sociology & Anthropology	920 ***	1020***Pr
Canon, Charles	Ed.D.	Art	960	1020 Pr
Carroll, Margaret	Ph.D.	Elementary Education	980	1020
Huey, J. Frances	Ed.D.	Elementary Education	940	1020 L
	(Repl.)			1020 a
Seat, William R., Jr.	Ph.D.	English	960 L½	1020 Pr
Lucke, Dorothy M.	Ed.D.	Home Economics	940	1000 L½
	(Repl.)			1000 a
Novak, Ralph S.	Ph.D.	Management & Finance	960	1000
Porter, Lorena R.	Ph.D.	Phys. Educ. for Women	--	1000
Smith, Wilbur S.	Ph.D.	Music	940	1000 Pr
Fox, Arnold B.	Ph.D.	English	940	980
Gilbert, Harold G.	Ph.D.	Industrial Arts	940 **	980 **
Kilpatrick, Julia	D.Ed.	Home Economics	940	980
Weaver, Allen D.	Ph.D.	Physics	920	960
Woolschlager, Ruth B.	Ed.D.	Business Education	920	960
Lane, Elizabeth C.	Ph.D.	Phys. Educ. for Women	880	940 Pr

(#) Assistant head of department
Head of department
** 10 month contract
*** 11 month contract
**** 11½ month contract
T 12 month contract
a Temporary

Pr Recommended for promotion from
associate to full professor
L Leave of absence at half salary
L½ Half year leave of absence at
full salary
LW Leave of absence without salary

New Positions

<u>1/2 position</u>	Accounting	900
	Associate Dean, College of	
	Liberal Arts & Sciences	900
	Chemistry	900
	Economics	900
	English	900
	Graduate Programs in Educ.	900
	History	900
	Marketing	900
	Nursing Education	900
	Physics	900
	Political Science	900
	Bureau of Univ. Research	900
	Secondary Professional Educ.	900

Replacements

	English	900
	Sociology & Anthropology	900

Vacant Positions

Library Science
Physics

\$900
900

Associate Professors	Academic Degree	Department	Monthly Rate	
			1960-1961	1961-1962
Harrison, Paul #	M.A.	Outdoor Education, Director		
		Lorado Taft Field Campus	1100 M T	1180 M T
Hanby, Bernadine C.	M.A.L.S.	Director, Univ. Library	1060 ***	1140 ***
Tempel, Paul F.	M.D.	University Physician	1080 T	1120 T
Clettenberg, Joseph	Ph.D.	Director, Extension	980 T	1040 T
Evans, George G. #	M.A.	Phys. Educ. for Men		
		Director, Athletics	980 T	1040 T
Grubb, Donald R. #	Ed.D.	Journalism	980 ***	1040 ***
Myers, C. Mason #	Ph.D.	Philosophy	980	1040 ***
O'Connor, Marguerite	Ed.D.	Elementary Education	980	1040
Stroup, Francis E.	Ed.D.	Phys. Educ. for Men	980	1040
Bird, Gordon W.	Ed.D.	Music	980	1020
Black, Darrel	Pe.D.	Phys. Educ. for Men	980 ****	1020****
Dean, Mark E.	Pe.D.	Phys. Educ. for Men	980 *	1020 *
Miner, Wallace B.	M.A.	Physics	980	1020
Parson, Ruben L.	Ph.D.	Earth Sciences	980	1020
Pepinsky, Minerva	Mus. D.	Music	980	1020
Sadnavitch, Joseph #	Ed.D.	Special Education	980 ***a	1020 ***
Stinson, James R.	Ph.D.	Earth Sciences	980	1020
Appell, Carl	M.A.	Phys. Educ. for Men	960 ****	1000****
Brown, Robert R.	Ed.D.	Graduate Programs in Educ.	960	1000
Burtness, Paul S.	Ph.D.	English	940	1000
Elliott, James R.	Ph.D.	Economics	940	1000
Iliff, Kathryn M.	Ed.D.	Accounting	940	1000
Kallich, Martin I.	Ph.D.	English	960	1000
McAdam, Robert E.	Ph.D.	Phys. Educ. for Men	940 *	1000 *
Vazquez-Bigi, A.Manuel	L.L.D.	Foreign Languages	960 a	1000 a
Winn, Jerome	Pe.D.	University School	960	1000
Brown, William J.	Ph.D.	Speech	--	980
Fred, Bernhart G.	Ph.D.	Music	920	980
McKenzie, Harvey C.	Ph.D.	Mathematics	--	980
Ober, Warren U.	Ph.D.	English	920	980
Westlund, Ruth	Ph.D.	Ass't. Dean of Women	920 T	980 T
Whybrew, William E.	Ph.D.	Music	920	980
Belnap, Ralph A.	Ed.D.	Graduate Programs in Educ.	900	960
Cleland, Kenneth L.	Ed.D.	Elementary Education	940	960
Clifton, Silas W.	Ed.D.	Counselor	920 ***	960 ***
Fox, Raymond B.	Ed.D.	Graduate Programs in Educ.	900	960
James, E. Nelson	Ph.D.	English	920	960
Kent, Frederick G.	J.D.	Political Science	940 L½	960
Leslie, Charles W.	Ph.D.	Philosophy	--	960
Martinez, Joseph D.	Ph.D.	Earth Sciences	--	960
Welsh, Willard	Ph.D.	Speech	920	960
Grotberg, Edith H.	Ph.D.	Psychology	880 L½	940
LaBaw, Nye L.	Ed.D.	Phys. Educ. for Men	900 *	940 *
Lindh, Paul E.	Ph.D.	Assistant Registrar	880 T	940 T
Loughlin, Leo J.	Ph.D.	Elementary Education	900	940
Maedke, Wilmer O.	Ph.D.	Business Education	900	940
Merritt, James W.	Ed.D.	Graduate Programs in Educ.	900	940
Miller, Elwyn R.	Ph.D.	Secondary Professional Educ.	900	940
Miller, Herbert F.	Ph.D.	Mathematics	880	940
Nerbovig, Marcella H.	Ph.D.	Elementary Education	880	940
Ogilvie, William K.	Ed.D.	Secondary Professional Educ.	900	940
Owens, Blanche	Ph.D.	TV Education	900 ½aT	940 ½aT
Reynolds, Rosalie D.	Ph.D.	Chemistry	900 a	940
Suhadolc, Joseph	Ph.D.	Foreign Languages	900 a	940 a

Walther, Lavern A. ##	Ed.D.	Library Science	\$ 880	\$ 940
Wheeler, Wallace J.	Ed.D.	Elementary Education	900	940
Arnold, Don W.	Ph.D.	Marketing	860	920
Brantley, Mabel	Ed.D.	Elementary Education	900 LW	920
Greene, Anne	Ph.D.	English	880	920
Kloss, Robert A.	Ph.D.	Chemistry	860	920
VonZellen, Bruce W.	Ph.D.	Biological Sciences	880	920
Weeks, Dale H.	Ph.D.	Economics	900	920
Williams, J. David	Ph.D.	Speech	880	920
Barbour, Edna H.	Ph.D.	Business Education	860	900
Burke, Roy O.	Ed.D.	Art	840 L½	900 Pr
Casebier, Virginia	Ph.D.	Management & Finance	860	900
Guest, B. Ross	Ph.D.	Earth Sciences	860	900
Hendrickson, William	Ed.D.	Marketing	860	900
Hunyard, Robert J.	Ed.D.	Director, Audio-Visual	860 T	900 T
Moran, Roger F.	Ed.D.	Graduate Programs in Educ.	860	900
Moseley, Virginia	Ph.D.	English	860 L½	900
Olive, Garnet D.	Ph.D.	Management & Finance	820	900 Pr
Swynehardt, Mary B.	Ed.D.	University School	840	900 Pr
Brown, Robert D.	Ph.D.	Industrial Arts	840	880
Carlson, Milton E.	Ph.D.	Bureau of Univ. Research	820 ***	880***Pr
Gund, J. Jan	Ph.D.	Phys. Educ. for Women	840	880
Haughland, Archie O.	D.M.A.	Music	840	880
Hull, Marion A.	Ph.D.	Elementary Education	840	880
Martin, James G.	Ph.D.	Sociology & Anthropology	820	880
Pielstick, Norval L.	Ph.D.	Psychology	840 p T	880 p T
Wernick, Walter	Ed.D.	Elementary Education	820	880
Doty, Larry A.	Ph.D.	Psychology	--	860
Moyer, John F.	Ph.D.	Biological Sciences	820 a	860 a
(Repl. for Bullington)				
Race, William C.	D.M.A.	Music	820	860
Senteney, George W.	Ph.D.	Industrial Arts	820	860
Shearer, William M.	Ph.D.	Speech	820	860
Merry, Henry J.	Ph.D.	Political Science	800 a	840 a
Smith, Harold E.	Ph.D.	Sociology & Anthropology	820	840
Wilderman, Raymond D.	Ph.D.	Speech	800	820
Hillestad, Mildred	Ph.D.	Business Education	740	800 Pr

##	Acting head of department	*	9½ month contract
#	Head of department	***	11 month contract
a	Temporary	****	11½ month contract
M	Maintenance	T	12 month contract
LW	Leave of absence without salary	L½	Half year leave of absence at full salary
Pr	Recommended for promotion from assistant to associate professor		
p	½ salary is derived from Northern; ¾ salary is derived from Elizabeth McCormick Memorial Fund in conjunction with county supt of schools		
1/2	Contingent upon renewal of the current agreement with Midwest Council on Airborne TV Instruction to provide "one-half salary of staff member designated as Area Coordinator" Verbal assurance has been given that the memorandum will be issued soon.		

New Positions

_____	Art	\$ 900
_____	Biological Sciences	900
_____	Business Education	900
_____	Elementary Education	900
_____	English	900
_____	Foreign Languages	900
_____	History	900
_____	Journalism	900
_____	Library Science	900
_____	Mathematics	900

Music	\$ 900
Psychology	900
Student Personnel Services Counselor	900
Student Personnel Services Counselor	900
University Center, Director	
10 months only	900

Replacements

Vacant Position

History \$ 900

Student Personnel Services Counselor \$ 900

Assistant Professors	Academic Degree	Department	Monthly Rate	
			1960-1961	1961
Secrest, Lawrence	M.A.	Industrial Arts	\$ 920 T	\$ 980
Strawn, Cecil G.	M.F.A.	Art	880	980
Roth, Bernice	M.A.	Director of Testing Services	920 T L	960
McKinzie, Ralph	M.A.	Phys. Educ. for Men	880 *	940
Walker, Katherine	M.A.L.S.	Ass't. Dir., Univ. Library	880 ***	940
Dwyer, John E.	M.B.A.	Accounting	880	920
Fletcher, Howard W.	M.Ed.	Phys. Educ. for Men	860 ****	920
Hammerman, Donald R.	D.Ed.	Outdoor Education, Ass't.	840 M T	920
		Dir. Lorado Taft Field Campus		
Hart, Anne M.	M.S.	Nursing Education	860	920
	(Repl.)			920
Janeway, Thomas M.	M.A.	Biological Sciences	880	920
O'Connor, Henry A.	Ed.D.	Secondary Professional Educ.	860	920
Trager, Lela C.	M.A.	Phys. Educ. for Women	860	920
Twombly, John J.	M.A.	Political Science	880	920
	(Repl.)			920
Burton, Emily	M.A.	University School	880	900
Eaton, John W.	M.B.A.	Management & Finance	840	900
Herrick, Donald R.	M.S.	Mathematics	860	900
Keefer, Richard	M.A.	Foreign Languages	860	900
McDowell, Victor D.	Ph.D.	Sec. Professional Educ.	860	900
Pautz, Wilmer A.	Ed.D.	Sec. Professional Educ.	860	900
Baker, Charles E.	M.M.	Music	840	880
Beezhold, Frank W.	M.M.	Music	840	880
Gross, Henry A.	Ph.D.	Psychology	820	880
Dill, Howard R.	M.M.	Music	820	880
Duzan, Kenneth B.	M.S.	Mathematics	840	880
Gourley, Robert	M.S.	Placement Counselor	820 T	880
Hill, Wilma	M.S.	Art	840	880
Huestis, Kathryn R.	M.S.	University School	840	880
Lembesis, Anne C.	M.A.	Elementary Education	840	880
Peterson, Donald C.	M.S.	Ass't, Regional Services	800 T	880
Tink, A. Kerby	Ph.D.	Sec. Professional Educ.	820	880
Westbrook, May A.	M.S.	Home Economics	820 R	880
Wiggert, Elsie	M.A.	Art	820	880
Bushnell, David L.	M.S.	Physics	--	860
Deutsch, Murray	Ed.D.	Sec. Professional Educ.	800	860
Harnish, Frank J.	M.A.	Speech	820	860
Husa, Harold E.	Ed.D.	Ass't. Dean of Men	820 T	860
Jeffryes, Dale E.	M.A.	Speech	800	860
McKinney, Earl H.	Ph.D.	Mathematics	780	860
Mathers, Carol K.	M.S.	Biological Sciences	820	860
Park, Esther A.	M.A.L.S.	University Library	820 ***	860
Poor, Frederick A.	M.S.	Accounting	820 L½	860
Post, Charlotte	M.S.L.S.	University Library	820 ***	860
Reissner, Arthur J.	LL.D.	Foreign Languages	820	860
Schreiber, Robert E.	M.A.	University Library	840 ***	860

Sperling, John G.	Ph.D.	History	\$ 820	\$ 860
Thompson, Michael L.	Ed.D.	Sec. Professional Educ.	820 a	860
Vilhauer, William W.	M.A.	Speech	820	860 LW
Ward, James M.	Ed.D.	Elementary Education	800	860
Weedman, Alda W.	M.Ed.	University School	820	860
Bell, Mary M.	Ph.D.	Phys. Educ. for Women	780	840
Bennett, C. Jackson	Ph.D.	Biological Sciences	780	840
Brigham, Robert J.	M.S.	Phys. Educ. for Men	800 *L	840 *LW
(Repl.)				
Engle, Mary E.	M.A.	Counselor	820	840 a
Giffin, Gynith C.	Ph.D.	Chemistry	800	840
Herbert, Edward T.	Ph.D.	English	800	840
Jones, Orville E.	Ed.D.	Outdoor Education	800 M	840 T M
Keys, Samuel R.	Ph.D.	Graduate Programs in Educ.	800 LW	840
King, James H.	Ed.D.	Sec. Professional Educ.	800	840
Lake, Dale E.	M.A.	University School	780	840
McCullough, Mary K.	M.S.Ed.	University School	780	840
McNamara, Helen A.	M.A.	University School	780	840 Pr
Nissen, Constance E.	M.S.	Nursing Education	--	840
Seguel, Mary L.	M.A.	Elementary Education	800	840
Shimabukuro, Shinkichi	Ed.D.	Graduate Programs in Educ.	800	840
Thomas, Charles L.	M.S.	Industrial Arts	780 **	840 **Pr
Whitney, Reynolds	M.A.	Music	780	840
Baschky, Richard	M.F.A.	Speech	--	820 a
Bessom, Margery L.	M.A.	Home Economics	780	820
Chang, Perry P.	Ph.D.	Economics	780a	820 a
Cluff, Robert B.	B.A.	Ass't. Dir. Testing Services	760 **a	820 T
Cormier, Romae J.	M.A.	Mathematics	780	820 L
(Repl.)				
Curtiss, James W.	M.A.	Speech	780	820 a
Davis, Sarah Marie	A.M.L.S.	University Library	760	820
Fenwick, Mason G.	M.A.	Biological Sciences	760	820
Jungst, Dale G.	M.S.	Mathematics	780	820 Pr
Lipscomb, Edra E.	M.A.	University School	780	820 L
(Repl.)				
Plummer, John F.	M.A.Ed.	Industrial Arts	780	820
Ragland, George C.	M.S.	Mathematics	780	820
Schaefer, Pauline P.	M.A.	University School	780	820 Pr
Sherbenou, Edgar L.	Ph.D.	Political Science	780	820
Shykind, Edwin B.	Ph.D.	Earth Sciences	760	820
Stevens, George P.	Ph.M.	Earth Sciences	780 L $\frac{1}{2}$	820
Tamte, James A.	M.A.	Counselor	800	820
Wehling, Helen	M.S.	Home Economics	780	820
Wittrup, Robert C.	M.S.	University School	760	820
Darsow, Donn D.	M.S.	Chemistry	780	800
Donnelly, Alton S.	Ph.D.	History	740	800
Goering, Oswald	Re.D.	Outdoor Education	760 M	800***M
Goldberg, Alvin A.	Ph.D.	Speech	740	800
Haendel, William	M.S.	Art	740 LW	800 Pr
Kuhn, Elmer J.	M.A.	University School	760 LW $\frac{1}{2}$	800
McClure, John H.	M.A.	Management & Finance	760	800
Melum, Verna V.	M.S.L.S.	University Library	760	800
Olson, Mildred N.	M.S.	Phys. Educ. for Women	740	800
Rundus, Robert E.	M.Ed.	University School	760	800
Schelar, Virginia M.	M.S.	Chemistry	760	800 LW
(Repl.)				
Teller, Francis	M.A.	University School	760	800 a
Clayton, Kenneth D.	M.S.	Biological Sciences	740	780 LW
(Repl.)				
Eismann, Ruth A.	M.A.	University School Library	740 ***	780 ***
Grosklags, James H.	Ph.D.	Biological Sciences	740	780
Hess, Herbert J.	M.A.	Speech	720	780
Karabinus, Robert A.	M.S.	Recorder	740 T	780 T
Ludeman, Vernon L.	M.A.	University School	720	780 LW

Nay, M. Geneva	M.A.	Business Education	\$ 740	\$ 780
Owens, Kenneth N.	Ph.D.	History	720	780
Passmore, Lenora F.	M.B.A.	Business Education	720	780 Pr
Salzman, John D.	M.S.Ed.	Chemistry	740	780
Southern, William E.	M.A.	Biological Sciences	720	780
Tischler, Herbert	Ph.D.	Earth Sciences	740	780
Tsao, Peter	M.S.	Physics	740	780
Vocolo, Joseph M.	M.Ed.	University School	720	780 Pr
Winters, Harold A.	Ph.D.	Earth Sciences	720	780
Anderson, Rosemary C.	M.A.	University School	720	760 Pr
Brim, Charles W.	M.S.	Bureau of Univ. Research	720 ***	760 ***
Dubofsky, Melvyn	Ph.D.	History	720	760
MacLeish, Andrew	M.A.	English	720	760
Peterson, W. Jack	M.A.	Student Activities Advisor	700 T	760 T
Singer, Shelvin	J.D.	Management & Finance	720	760
Slan, Arnold A.	M.S.	University School	720	760 Pr
Turner, Caryl Ann.	M.A.	Speech	720	760
Ward, Robert J.	M.A.	English	720	760
Williams, Harold A.	M.A.	Ass't. Dir., Audio-Visual	720 aT	760 aT
Wilson, Robert H.	M.A.	English	720	760
Baker, Keefe L.	M.F.A.	Art	700	740
Farley, William E.	M.Ed.	University School	700	740 Pr
Gray, Jack C.	M.A.	English	700	740
Hufford, Roger A.	M.Litt.	Speech	700 LW	740
King, Kendall C.	Ph.D.	Philosophy	700	740
Stryk, Lucien H.	M.F.S.	English	700	740
Tiemens, Robert K.	M.A.	Speech	--	740
Williams, Babatunde A.	Ph.D.	Political Science	700 a	740 a
Bennett, Emerson	M.S.L.S.	University Library	660	720
Cheadle, Helen N.	M.A.	University Library	680	720
Harris, Norman B.	M.A.	English	700	720
Howard, David H.	M.A.	Sociology & Anthropology	680	720
Paul, Patricia	M.A.	Phys. Educ. for Women	660	720 Pr
Sailor, Danton B.	Ph.D.	History	700	720
Seward, Thomas C.	Ph.D.	Counselor	660	720
Syrek, Edward F.	M.F.A.	Art	680	720
Thompson, Howard H.	Ph.D.	English	700	720
Palmer, Virginia	Ed.D.	Res. Advisor, Neptune	640 * M	680 * M

* 9½ month contract

T 12 month contract

** 10 month contract

a Temporary

*** 11 month contract

M Maintenance

**** 11½ month contract

R Room

Pr Recommended for promotion from instructor to assistant professor

Q If doctorate is awarded by September 1, 1961, rank will be associate professor at a salary of \$920 per month

L Leave of absence at half salary

LW Leave of absence without salary

LW½ Leave of absence for half year without salary

L½ Half year leave of absence at full salary

New Positions

	Elementary Education	\$900
	English	900
	Foreign Languages	900
	Journalism	900
	Management & Finance	900
	Mathematics	900
	Nursing Education	900
	Outdoor Education (L.T. Campus)	900
	Reading Clinic	900
	Regional Services (news service asst.)	900
	Special Education	900
	University Library	900

University Center - program director, 6 months only	\$900
University Center - bookstore manager - 6 months only	900

Replacements

(2 positions)

Art	\$900
Earth Sciences	900
History	900
Mathematics	900
Outdoor Education (L.T. Campus)	900
Physical Educ. for Women	900
Sociology & Anthropology	900

Instructors	Academic Degree	Department	Monthly Rate	
			1960-1961	1961-1962
Hamilton, Hallie J.	M.S.J.	Journalism	\$ 780	\$ 840
Conley, Audrey J.	M.S.	Nursing Education	780	820
Hatlestad, Carolyn M.	M.A.	University School	780	820
Moon, Donald E.	M.A.	Industrial Arts	780	820
Parry, Ernest B.	M.Ed.	Industrial Arts	780	820 LW
(Repl.)				820 a
Harmet, Kenneth	M.S.	Biological Sciences	760 LW	800
Horton, Elizabeth A.	M.A.	University School	760	800
Larson, Jeanne H.	M.A.	University School	760	800
Quensel, Warren P.	M.S.Ed.	Industrial Arts	760	800
Clemens, Earl L.	M.Mus.	Music	720	780
Hendershot, Lucille	M.A.	University School	740	780
Hilton, Robert T.	M.S.	Regional Services	720 ***	780 ***
Kernkamp, Emily E.	M.A.	University School	--	780
Marken, Edith	M.A.	English	760	780
Marsh, Joseph T.	M.S.	Regional Services	760 ***	780 ***
Doutt, Richard F.	M.Ed.	University School	700	760
Hersey, Paul	M.B.A.	Management & Finance	740	760
Linder, Lorene	B.S.L.S.	University Library	720	760
Scriven, Eldon G.	M.S.Ed.	University School	720	760
Vlahantones, Anthony	M.F.A.	Art	740	760
Wrenn, John M.	M.A.	Phys. Educ. for Men	740 *	760 *
Glorfeld, Louis E.	M.A.	English	700	740
Knapp, William H.	M.S.Ed.	University School	700	740
Pillon, Nancy B.	M.S.L.S.	Library Science	700	740
Rush, Wilmer S.	M.S.Ed.	University School	700	740
Sandy, Leslie W.	M.S.	Ass't. Dir., Admissions	680 T	740 T
Weller, Mary Alice	M.Ed.	University School	700	740
Chase, Richard X.	M.B.A.	Marketing	680	720
Cole, Juanita T.	B.S.L.S.	University Library	680	720
Hedrick, Dona L.	M.A.	Speech	680	720
Kovanda, Anne E.	B.S.L.S.	University Library	680	720
Moffat, William J.	M.Mus.	Music	680	720 L
(Repl.)				720 a
Roughead, William G.	M.S.Ed.	Mathematics	680	720
Shields, Philip L.	M.A.	Coordinator, Student Financial Affairs	680 T	720 T
Waters, Barbara	M.S.	Home Economics	680	720
Wilson, Agnes	M.E.	University School	700	720
Doyle, Donald P.	M.A.	Speech	660	700
Gau, Ruth A.	M.S.Ed.	University School	660	700
Livingston, Inez B.	M.A.	Res. Advisor, Adams	660 * M	700 * M
Noah, James E.	M.S.Ed.	English	660	700
Pheanis, Jack W.	M.S.Ed.	Phys. Educ. for Men	660 *	700 *
Stromsvold, Lucy E.	B.S.L.S.	University Library	680	700
Watts, Jean L.	M.S.Ed.	University School	660	700
Zimmerman, M. Nadine	M.S.	Phys. Educ. for Women	660	700

Troescher, Carol M.	M.S.	Res. Advisor, Williston	\$ 650 * M	\$ 690 * M
Barlow, Harriet K.	B.S.L.S.	University Library	640	680
Bramer, George R.	M.A.	English	--	680
Duggar, Margaret H.	M.A.	English	660	680
Harrison, Robert L.	M.S.L.S.	University Library	640	680 L
Hickey, Mary E.	M.A.	University Library	--	680 a
Lane, David O.	M.A.L.S.	University Library	660	680
Moore, Charles R.	M.S.Ed.	University School	660	680
Popp, Mary Joan	M.A.	Phys. Educ. for Women	640	680
Stone, JoAnne	M.A.	University School	660	680
Barron, Pat	M.A.	Phys. Educ. for Women	620	660
Bender, Edward D.	M.S.	Mathematics	--	660
Blake, Patricia A.	M.S.	Phys. Educ. for Women	620	660
Scott, Henry E.	M.A.	English	640	660
Hardman, Vivian L.	M.A.	Speech	620 a	640
Lauerman, David A.	M.A.	English	620	640
McNiece, James	M.A.	English	620	640
Naiman, Sandra M.	M.A.	English	600 a	620 a
Sitler, L. Arlene	M.A.	Res. Advisor, Neptune	580 * M	620 * M
Muecke, Sarah Ann	M.A.	Asst. Res. Advisor, Neptune	490 * M	550 * M
Herrmann, William A.	M.S.	Res. Advisor, Neptune	500 * M	540 * M

* 9½ month contract
 *** 11 month contract
 T 12 month contract
 M Maintenance

a Temporary
 L Leave of absence at half salary
 LW Leave of absence without salary

New Positions

English	\$ 900
(1/2 position) Physical Education (Men)	900
University Library	900

Replacements

Art	\$ 900
(3 positions) English	900
Foreign Languages	900

Instructors - Replacements

Home Economics	\$ 900
(2 positions) Industrial Arts	900
Management & Finance	900
Physical Education (Women)	900
Physics	900
Speech	900
Student Personnel Services	900
(Resident Adv.)	
(3 positions) University Elem. School	900
(1/2 position) University Elem. School	900
(2 positions) University Junior High	900

Executive Assistants	Academic Degree	Department	Monthly Rate	
			1960-1961	1961-1962
Dorland, Z. Harold	M.A.	Director, Business Services	\$1000 T	\$1100 T
Walker, Eugenie	M.S.	Director, Admissions	880 T	940 T
Sperling, Clara	B.S.	Secretary to President	700 T	740 T
<u>Faculty Assistants</u>				
Cottew, Maurine I.	B.S.	University Library	--	660 Q
Reeves, Margaret R.	B.A.	University School	--	660 a S
Shand, Betty	R.N.	Head Nurse, University Health Service	620 T	660 T
Vogt, Norman E.	B.S.	University Library	--	660 Q
Gillespie, Martha	--	Tabulating	600 T	640 T

Kurr, Doreen B.	B.A.	Music	\$ 600	\$ 640
Furner, Mary O.	B.A.	University School	--	620 U
Mitchem, Alyce J.	B.A.	University School	--	620 U
Moore, Robert H.	B.S.	Regional Services	580 ***	620 ***
Behr, Merlyn J.	B.S.	Mathematics	--	600 V
Meling, Galen R.	B.S.Ed.	Alumni Secretary, Regional Services	580	600
Stout, Maybelle	B.S.	Ass't. Res. Advisor, Neptune	560 * M	580 * M

* 9½ month contract M Maintenance
 *** 11 month contract Q If master's degree is conferred by
 T 12 month contract September 1, 1961, rank will be
 instructor at same salary
 S If master's degree is conferred by September 1, 1961, rank will be instructor
 at salary of \$720 a month
 U If master's degree is conferred by September 1, 1961, rank will be instructor
 at salary of \$680 a month
 V If master's degree is conferred by September 1, 1961, rank will be instructor
 at salary of \$700 a month

Replacement for Helen Tink	Research	\$ 500
Replacement	Art	\$1350 N
Replacement	Chemistry	1350 N
Replacement	Earth Sciences	1350 N
Replacement	Education: Graduate Programs	1350 N
Replacement	English	1350 N
Replacement	Extension	1350 N
Replacement	Industrial Arts	1350 N
Replacement	Mathematics	1350 N
Replacement	Outdoor Education (L.T.)	1350 N
Replacement	Phys. Education (Men)	1350 N
Replacement	Phys. Education (Women)	1350 N
Replacement	Regional Services	1350 N
Replacement	Research	1350 N
Replacement	Sociology & Anthropology	1350 N
Replacement	University Library	1350 N
Addition	Home Economics	1350 N
Addition	Visual Education	1350 N

Graduate Assistants

Permission to employ forty-eight (48) graduate assistants or the equivalent thereof, at a nine months' rate of \$1080 in accordance with the formula stated in Board Policies, page 27.

N On 9 months' basis, serving 1/2 time (\$150 per month)

III. OTHER SCHOOL EMPLOYEES

Replacements

Hazel I. Mertes, cook, Food Services, @ \$225 per month, as of 4/3, replacing Madlain Whitney, resigned 3/2.

Ronald L. Senters, kitchen laborer, Food Services, @ \$275 per month, as of 4/10, replacing William Meyer, resigned 4/7.

Carol K. Dunaway, clerk-typist II, Alumni & Publicity, @ \$260 per month, as of 4/25, replacing Sharon Drendel, resigned 4/28.

Change of Status

Shirley L. Dirksen, nurse (irregular), Lorado Taft Field Campus, @ \$55 per week for one week, as of 4/1.

Robert J. Wenzel, draftsman (irregular), Physical Plant-Grounds, @ \$1.85 per hour for 140 hours, as of 4/1.

Wilma W. Murray, switchboard operator (irregular), Business Services, @ \$1.50 per hour for 75 hours, as of 4/1.

Barbara Jean Kemp, clerk-stenographer I, Education, @ \$275 per month, to clerk-stenographer II, @ \$295 per month, as of 4/1.

Warren E. Cooke, janitor, Physical Plant, from \$330 per month to \$360 per month, as of 4/3, per union negotiations.

William A. Nolan, policeman, Security & Traffic, from \$330 per month to \$360 per month, as of 4/3, per union negotiations.

Margaret Abbott, clerk-typist II, Williston Hall, from \$260 per month to \$270 per month, as of 4/17, completion of probationary period.

Gail L. Russie, janitor, Physical Plant, from \$330 per month to \$360 per month, as of 4/20, per union negotiations.

Leave of Absence

Helene Ziegler, cook's helper, Food Service, from 3/16 at noon through 4/30

Return from Leave of Absence

Helene Ziegler, cook's helper, Food Service, as of 4/25

Resignations

William Meyer, kitchen laborer, Food Service, as of 4/7

Joshua Anding, janitor, Physical Plant, as of 4/20

Agnes Johnson, cook, Food Service, as of 4/28

Sharen Drendel, clerk-typist II, Alumni & Publicity, as of 4/28

Jacqueline Tyrrell, janitress, Physical Plant, as of 4/28

Nonacademic Payrolls for 1961-1962

We wish to present for approval the non-union nonacademic payrolls for 1961-1962:

NON-UNION NONACADEMIC STAFF - 1961-1962

General Revenue

Classification - Range	Department	1960-61 Mo.Sal.	1960-61 Ann.Sal.	1961-62 Mo.Sal.	1961-62 Ann.Sal.
<u>Accountant I - 400-600</u>					
James Wisner	Business Services	500	6000	540	6480
V.P.	" "	475	5700	500	6000
<u>Accountant II - 450-700</u>					
Edward Fitzgerald	Business Services	600	7200	620	7440
<u>Accountant, Division Chief - 600-925</u>					
Roy France	Business Services	730	8760	780	9360
<u>Agent, Purchasing - 600-925</u>					
Robert C. Murray	Business Services	730	8760	780	9360

<u>Assistant, Elect. Engineering - 400-600</u>					
Peter H. Bradley	Audio-Visual	\$480	\$5760	\$510	\$6120
<u>Assistant II, Personnel - 350-500</u>					
Eleanor J. Larson	Business Services	385	4620	410	4920
<u>Assistant II, Purchasing - 425-650</u>					
Loretta M. O'Neil	Business Services	445	5340	455	5460
<u>Assistant III, Purchasing - 450-700</u>					
James F. Simon	Business Services	575	6900	615	7380
<u>Attendant, Sr. Laboratory - 375-550</u>					
Martin Mattson	Physical Science	490	5880	520	6240
<u>Bursar, Assistant - 500-800</u>					
Richard Grant	Business Services	600	7200	640	7680
<u>Cashier I - 250-325</u>					
Faith Peura	Business Services	280	3360	295	3540
<u>Cashier II - 275-350</u>					
Madelyn Bailey	Business Services	320	3840	340	4080
Frances Gustafson	" "	285	3420	300	3600
<u>Clerk II, Accounting - 300-400</u>					
Jane Brooke	Business Services	320	3840	340	4080
Helen Cates	" "	310	3720	325	3900
Dorothy Wiebenga	" "	300	3600	320	3840
<u>Clerk, Inventory - 325-450</u>					
Dennis Heins	Business Services	350	4200	375	4500
<u>Clerk I, Library - 225-300</u>					
Alice Holcomb	Library	260	3120	290	3480 *
Myrtle Rourke	"	255	3060	290	3480 *
Florence Grom	"	260	3120	275	3300
Nancy Bewsey	"	260	3120	270	3240
Carol Craig	"	245	2940	265	3180
Judith Worrall	"	245	2940	260	3120
Edith Child	"	245	2940	260	3120
Janet Breese	"	240	2880	255	3060
* Classification to be changed to Library Clerk II, effective 7/1/61					
<u>Clerk II, Library - 250-325</u>					
Sharen Gavin	Library	270	3240	295	3540
Sue Clark	"	270	3240	290	3480
Jillayne Peterson	"	270	3240	290	3480
Medra Rader	"	265	3180	290	3480
<u>Clerk III, Library - 300-400</u>					
Anastacia Keller	Library	300	3600	330	3960
Josephine Jansen	"	280	3360	300	3600
<u>Clerk II, Payroll - 275-350</u>					
A. Ruth Moore	Business Services	300	3600	320	3840
<u>Clerk III, Payroll - 325-450</u>					
Barbara A. Lindgren	Business Services	345	4140	370	4440
<u>Clerk, Postal -</u>					
N. P. _____	Business Services	---	----	275	2750 @
@ 10-month position					
<u>Clerk, Stores - 325-450</u>					
E. James Sanderson	Physical Science	375	4500	390	4680

Clerk II, Typing - 250-325

Joan Smith	Library	\$260	\$3120	\$290	\$3480 #
Barbara Hammes	Testing	260	3120	280	3360
Marilyn Donaldson	Business Services	260	3120	280	3360
Harriett Hunt	Univ. School	260	3120	275	3300
Florence Stuart	Business Services	255	3060	270	3240
V. Louise Sauer	" "	260	3120	270	3240
1/2 - Judith Mullis	Typist Pool	130	1560	140	1680
1/2 - Nadine Budd	" "	132.50	1590	135	1620
N.P.	Registrar	---	----	260	2600 @

Classification to be changed to Typing Clerk III, effective 7/1/61
@ 10-month position

Clerk III, Typing - 275-350

Inez Owen	Business Services	320	3840	330	3960
Ruth Anne Osenberg	Registrar	265	3180	285	3420

Clerk-Stenographer I - 250-325

Sarah Saksa	Placement	275	3300	295	3540
Marcia Erickson	Summer Session	255	3060	295	3540 *
Janet Coombs	Admissions	250	3000	270	3240
Caroline Burke	Speech & Hearing	245	2940	260	3120
Joyce Anderson	Airborne TV	125	1500	135	1620 #

* Classification to be changed to Clerk-Stenographer II, effective 7/1/61
1/2 salary payable from Educational Television Grant

Clerk-Stenographer II - 275-350

Alice Hett	English	300	3600	320	3840
Margaret Quensel	Library	300	3600	320	3840
Emma Baker	Physical Plant	295	3540	315	3780
Jeannene Eineke	Financial Aids	295	3540	315	3780
Doris Hazenfield	Eng.-Publications	295	3540	315	3780
Barbara Kemp	Education	295	3540	315	3780
Nada Lighthart	Counseling	295	3540	315	3780
Beverly Roselieb	Bus. Education	295	3540	315	3780
Doris Thomas	Admissions	295	3540	315	3780
Helen Farley	Regional Services	290	3480	310	3720
Judith Marshall	" "	290	3480	310	3720
Mary Anne Roberts	Univ. Jr. High	290	3480	310	3720
Darla Owen	History	285	3420	305	3660
Patricia Taylor	Audio-Visual	285	3420	305	3660
Judith Dunphy	Evening College	280	3360	300	3600
Geraldine Bethel	Men's P.E.	275	3300	290	3480
Carole Sanderson	Speech	270	3240	290	3480
Kay Callahan	Music	265	3180	285	3420
Annette Kempa	Bus. Adminis.	280	3360	280	3360
Carolyn Anderson	Women's P.E.	260	3120	280	3360
Shirley Johnson	Industrial Arts	265	3180	280	3360
Marianne Johnson	Social Science	270	3240	275	3300
Nancy Widlowski	Home Economics	270	3240	275	3300
Beverly Truman	Physical Science	260	3120	275	3300
Linda Snyder	Audio-Visual	255	3060	275	3300
1/2 - Beverly Orman	Stenographic Pool	137.50	1650	150	1500 @
1/2 - V.P.	" "	137.50	1650	140	1400 @

@ 10-month positions

Clerk-Stenographer III - 300-400

Dora Anderson	Testing	400	4800	400	4800 %
Christine Fletcher	Univ. School	340	4080	380	4560 &
Theda Langley	Lorado Taft	325	3900	355	4260
Ona Anderson	Grounds	325	3900	350	4200
Carol Bradley	Dean of Women	315	3780	340	4080
Elizabeth Decker	Registrar	310	3720	335	4020
Ione Rice	Vice President -	310	3720	335	4020
	Stu. Pers. Services				

Phyllis Nordstrom	Regional Services	\$315	\$3780	\$335	\$4020
Rosemary Hedstrom	Special Education	310	3720	330	3960
Pattye Forrester	Dean of Men	305	3660	330	3960
Leona Kelly	Business Services	305	3660	330	3960
Janet Sauter	Education	305	3660	330	3960
Joan Gates	Health Service	300	3600	325	3900
Barbara Heins	Vice President -				
	Stu. Pers. Services	300	3600	325	3900
Ann Madison	Admissions	300	3600	325	3900
Mary E. Peterson	Stu. Activities	300	3600	320	3840
N.P. _____	Assoc. Dean of	---	----	320	3840
	Lib. Arts & Sciences				
V.P. _____	Academic Vice President	300	3600	300	3600
N.P. _____	Director, Univ. Center	---	----	300	3600 @

% Top of salary range
 & Classification to be changed to Secretary (Steno.), effective 7/1/61
 @ 10-month position

Clerk-Typist II - 250-325

Louise Derix	Registrar	300	3600	315	3780
Myril Buhler	Math. - Nursing	285	3420	305	3660
Reba Kizis	Registrar	285	3420	300	3600
Kathryn Pavelich	Security	285	3420	300	3600
Dorothy Harnes	Univ. School	280	3360	300	3600
Dolores Marsh	Placement	275	3300	295	3540
Anne Szukis	Admissions	275	3300	295	3540
Nancy Walsh	Business Services	275	3300	295	3540
Birdie Bertsos	Placement	270	3240	290	3480
Pamela Fagerson	"	270	3240	290	3480
M. Leota Hindenburg	Audio-Visual	270	3240	290	3480
Pearl Miller	Graduate School	255	3060	290	3480 *
Evalyn Cheadle	Dean of Men	270	3240	285	3420
Violet Little	Fine Arts	265	3180	285	3420
Carol Cadie	Business Services	260	3120	285	3420
Berniece Brasel	Typist Pool	260	3120	280	3360
Phyllis Dyas	Dean of Women	260	3120	280	3360
Merille Joranlien	Health Service	260	3120	280	3360
Patricia Sauter	" "	260	3120	280	3360
Bernita Menz	Registrar	260	3120	275	3300
Marian Lingle	Placement	255	3060	275	3300
Carol Stover	Registrar	255	3060	275	3300
Lois Teller	1/2 Earth Science	260	3120	275	3300
	1/2 Bio. Science				
Loretta Baden	Regional Services	270	3240	270	3240
Shirley Anderson	Registrar	255	3060	270	3240
Virginia Sisco	Admissions	250	3000	270	3240
V.P. _____	Registrar	250	3000	270	3240
Janice Lungstrom	Admissions	255	3060	265	3180
Lucella Huey	Physical Plant	250	3000	265	3180
Carol Dunaway	Regional Services	260	3120	275	3300
Donna Hough	Registrar	245	2940	260	3120
Armande Vasilopoulos	Admissions	255	3060	255	3060
D. Jane Kittleson	Registrar	245	2940	255	3060
1/2 - Marian Arnold	Typist Pool	137.50	1650	147.50	1770
1/2 - Louise Baker	" "	135	1620	145	1740
N.P. _____	Regional Services	---	----	275	2750 @
N.P. _____	1/2 Earth Science	---	----	275	2750 @
	1/2 Bio. Science				

* Classification to be changed to Clerk-Typist III, effective 7/1/61
 @ 10-month positions

Clerk-Typist III - 275-350

Helen Marshall	Registrar	\$280	\$3360	\$305	\$3660
Elaine Ayers	Business Services	275	3300	300	3600
Evelyn Bennewate	Extension	270	3240	275	3300

Dir. of Bus. Services, Asst. - 650-1000

Harlan E. Cain	Business Services	840	10080	900	10800
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Draftsman - 325-450

V.P. _____	Physical Plant - Grounds	375	4500	375	4500
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Engineer, Building -

N.P. _____	Univ. Center	---	----	600	3600 #
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6-month position

Engineer, Operations - 600-925

Anthony F. Lorusso	Grounds	800	9600	850	10200
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Manager, Asst. Book Store -

N.P. _____	Business Services	---	----	425	1700 %
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% 4-month position

Mechanic, Jr. Laboratory - 325-450

Ernest White	Physical Science	400	4800	425	5100
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Nurse, Health Service - 325-450

Mary L. Gillis	Univ. School	360	4320	380	4560
Elizabeth Sincox	Health Service	350	4200	370	4440
Nancy Anderson	" "	340	4080	360	4320
Lois Rissman	" "	335	4020	350	4200
Shirley Dirksen	Lorado Taft (Irregular)		500	---	500

Officer II, Personnel - 600-925

Marlyn H. TenBoer	Business Services	680	8160	730	8760
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Operator I, Duplicating - 225-300

Diane Tully	Business Services	240	2880	260	3120
N.P. _____	" "	---	----	250	3000

Operator II, Duplicating - 250-325

Cynthia Smith	Business Services	260	3120	280	3360
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Operator, Switchboard - 250-325

Minnie Johnson	Business Services	300	3600	325	3900
V.P. _____	" "	250	3000	250	2500 @

@ 10-month position

Operator I, Tab. Mach. - 250-325

Isabelle Fender	Stat. Services	265	3180	290	3480
Wanda Stroyan	" "	260	3120	285	3420
N.P. _____	" "	---	----	250	3000

Operator II, Tab. Mach. - 275-350

Barbara Lichty	Stat. Services	290	3480	315	3780
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Operator III, Tab. Mach. - 325-450

Edna J. Hansen	Stat. Services	345	4140	370	4440
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Police Sergeant - 325-450

Francis J. Sullivan	Security	405	4860	435	5220 #
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Classification to be changed to Police Lieutenant, effective 7/1/61

Secretary (Stenographic) - 350-550

Ferne B. Mullis	Business Services	\$520	\$6240	\$550	\$6600
Dorothy Bedick	Placement	410	4920	440	5280
Dorothy Breen	Exec. Vice Pres.	405	4860	435	5220
Regina Anderson	Student Teaching	380	4560	410	4920
Dorothy McConn	Acad. Vice Pres.	370	4440	400	4800
Mariann Storey	Dean-Fine and Applied Arts	350	4200	390	4680
Patricia McCabe	Graduate School	355	4260	380	4560
Betty Blake	Dean-Education	360	4320	360	4320
Nancy McMurray	Dean-Lib. Arts and Sciences	330	3960	355	4260

Supt. of Buildings - 600-925

Cecil J. Trimble	Phsyical Plant	800	9600	850	10200
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Supervisor, Bldgs. & Grounds - 375-550

Clarence W. Webb	Lorado Taft	425	5100	450	5400
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Supervisor, Custodial - 400-600

Harold Blake	Physical Plant	500	6000	515	6180
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Supervisor, Dupl. Service - 375-550

James A. Larson	Business Services	480	5760	520	6240
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Supervisor, Food Service - 300-400

Margaret Gatz	Lorado Taft	330	3960	350	4200
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Supervisor, Inventory - 375-550

Harry Chapman	Business Services	430	5160	445	5340
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Supervisor, Mailing Service - 350-500

Margaret Harris	Business Services	350	4200	375	4500
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Supervisor, Asst. Tab. Mach. - 350-500

Norma Walt	Stat. Services	420	5040	450	5400
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Supervisor of Security & Traffic - 500-800

Donald Bruer	Security	610	7320	660	7920
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Technician II, Audio-Visual - 325-450

Wendell Bewsey	Audio-Visual	375	4500	400	4800
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Worker, Maintenance - 325-450

Clarence Morris	Lorado Taft	385	4620	405	4860
Warren Macauley	" "	355	4260	385	4620

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NON-UNION NONACADEMIC STAFF - 1961-1962

Bond Revenue

Classification - Range	Department	1960-61 Mo.Sal.	1960-61 Ann.Sal.	1961-62 Mo.Sal.	1961-62 Ann.Sal.
<u>Assistant III, Purchasing - 450-700</u>					
Reed Andrae	Univ. Food Serv.	600	7200	650	7800
<u>Baker, First - 325-450</u>					
Ivan Houseman	Bakery	340	4080	360	4320
<u>Baker, Head - 350-500</u>					
Charles Saarela	Bakery	395	4740	425	5100

<u>Baker, Second - 275-350</u>					
Bobbie J. Mitchell	Bakery	290	3480	305	3660
<u>Clerk II, Accounting - 300-400</u>					
Isabel Meier	Business Services	310	3720	330	3960
<u>Clerk, Stores - 325-450</u>					
Peter Smoltich	Neptune Central	370	4440	395	4740
<u>Clerk II, Typing - 250-325</u>					
Ruth Trimble	Gilbert	265	3180	280	3360
<u>Clerk-Stenographer III - 300-400</u>					
Beverly J. Swanson	Univ. Food Serv.	340	4080	365	4380
Constance Erickson	Housing	300	3600	325	3900
<u>Clerk-Typist II - 250-325</u>					
Mary L. Meier	Adams	300	3600	325	3900
Lucille Marshall	Univ. Food Serv.	275	3300	290	3480
Margaret Abbott	Williston	270	3240	285	3420
Adele Berkes	Neptune-East	270	3240	285	3420
Doris Burch	Neptune-North	270	3240	285	3420
Ruth Taylor	Housing	255	3060	285	3420
Elizabeth Lytle	Neptune-West	255	3060	275	3300
<u>Consultant, Housing - 300-400</u>					
Mary Ellen Massier	Housing	290	3480	310	3720
<u>Director of Housing - 600-925</u>					
James Burgoyne	Housing	680	8160	700	8400
<u>Director of Housing, Asst. - 425-650</u>					
Rex Parker	Housing	475	5700	500	6000
<u>Director of Univ. Food Services - 600-925</u>					
Robert Buchanan	Univ. Food Serv.	780	9360	830	9960
<u>Foreman, Laundry - 350-500</u>					
Delmar Jones	Laundry	375	4500	415	4980
<u>Manager, Food Production - 425-650</u>					
Charlotte Allen	Univ. Food Serv.	505	6060	535	6420
Elizabeth Rilat	" " "	505	6060	535	6420
Dorothy Wilcox	" " "	505	6060	535	6420
Virginia Hendrickson	" " "	465	5580	495	5940
Helen Moyers	" " "	465	5580	495	5940
Mildred Houseman	" " "	455	5460	485	5820
Elizabeth Secrest	" " "	440	5280	470	5640
<u>Manager, Asst. Food Production - 375-550</u>					
Richard M. Bartelt	Univ. Food Serv.	395	4740	425	5100
<u>Manager, Food Service - 500-800</u>					
Barbara Child	Univ. Food Serv.	665	7980	705	8460
<u>Manager, Asst. Food Service - 450-700</u>					
Marjorie Hamilton	Univ. Food Serv.	520	6240	560	6720
<u>Supervisor, Custodial - 400-600</u>					
Elmer Holbo	Physical Plant	450	5400	500	6000
<u>Supervisor, Food Service - 275-350</u>					
Cecile Nichols	Food Service	275	3300	290	3480

Worker, Laundry - 225-300

Ida McLean	Laundry	\$240	\$2880	\$255	\$3060
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V. THE CURRICULUM

Approval of the following to teach courses in the Graduate School

Dean of the College of Fine and Applied Arts

Dr. Mayo J. Bryce, Ed.D., Teachers College, Columbia University

Department of Earth Sciences

Dr. Joseph D. Martinez, Ph.D., Louisiana State University, Baton Rouge

Department of Elementary Education

Dr. William H. Coffield, Ph.D., State University of Iowa

Department of Management & Finance

Dr. Lawrence C. Hackamack, Ph.D., State University of Iowa

Department of Mathematics

Dr. Harvey C. McKenzie, Ph.D., University of Colorado, Boulder

Department of Philosophy

Dr. Charles W. Leslie, Ph.D., Harvard University

Department of Physical Education for Women

Dr. Lorena R. Porter, Ph.D., State University of Iowa

Department of Psychology

Dr. Larry A. Doty, Ph.D., Purdue University

Department of Speech

Dr. William J. Brown, Ph.D., Syracuse University

Faculty Assistant (Position Previously Approved by the Board)

		Replacement			
Department	Name	Effec.Date	Length	Monthly Salary	
Social Sciences	Frank F. Owsianka	4/10/61	2½ months	\$150.00	

IX. MISCELLANEOUS

Intellectual Life Conference

The Association of American Colleges of which Northern is a member, is holding an Intellectual Life Conference at Wagon Wheel Gap starting during the week of June 23. The membership of the conference is selected from among the presidents of the member organizations and is limited to about twenty. Purpose of the conference is to study and discuss several classics informally and thus help to get away from the practical and into the theoretical areas of life.

By being selected as a participant, all of the expenses for Mrs. Holmes and for me will be paid while at the conference. We are required to stay the entire time -- eight days, excluding the day of arrival or day of departure.

Request for Grant -- Education of Rehabilitation Counselors

Urged and supported by the Division of Vocational Rehabilitation, Springfield, Northern Illinois University has submitted a request for a grant of \$16,902 to the Office of Vocational Rehabilitation, Department of Health, Education, and Welfare in Washington, D.C. This grant, if made, will be used to plan a graduate program leading to the master's degree in the education of rehabilitation counselors. It will enable us to employ a program coordinator on a nine or eleven months' basis for the academic year 1961-1962.

With the help of staff members in the Departments of Psychology, Speech and Special Education, the coordinator will plan the program. Course work for students will begin in June or September, 1962, supported by the Office of Vocational Rehabilitation. This office will also supply funds to subsidize the graduate training of the students.

Should the project materialize, the cost to Northern (in addition to the grant of \$16,902) will not exceed \$1,500.00.

X. PURCHASING

Permission to Secure Bids for Additional Cars

In September, 1961, Northern will open four new extension centers. We should like to have permission to secure bids for three additional passenger cars to transport staff to these centers and to help provide fleet transportation for 49 additional academic personnel while on university business.

In line with our regular replacement policy, we should like to have permission to secure bids to replace cars which have been in constant use and have high mileage. Bids will be submitted in June for purchase after July 1, 1961.

Equipment for Trash Removal

Trash removal on the campus is becoming an increasingly greater problem. At present there are open incinerators in several locations which are now becoming impractical. Buildings are being located on some of the open spaces, incurring fire hazards; fumes and fly-ash from the incinerators are pumped into the air-intakes of several of the buildings which are partially or completely air-conditioned. This has caused odors within buildings and damage to equipment. Northern is paying between \$2,000 - \$2,500 annually for removal of trash from the food services and residence halls. This expense will eventually be eliminated if the suggested plan is approved.

We hope to eliminate these problems by placing large metal containers at certain points on the campus which would be picked up and hauled to the city dump. This requires a specially designed truck equipped with a hoist to handle the metal containers but the truck is so designed that it can be used, when not hauling containers, for other hauling, snow plowing, and can serve a number of other functions.

If the above equipment is purchased, we would need to buy only containers, known as "luggers," as new equipment. At present, we require four (4) six cubic yard luggers at a cost of \$527 each, and three (3) eight cubic yard luggers at a cost of \$625 each, or a total of \$3,983.00.

We should like to divide the cost equally between available funds in the equipment budgets after July 1, 1961 because the equipment will be used for both General Revenue and Bond Revenue operations.

One (1) Bruning Paragon Whiteprinter With Floor Stand (or equal) -- Industrial Arts Department

The C. F. Pease Co., Chicago	Pease Scout	\$1,638.75 *
Chas. Bruning Co., Inc., Chicago	Bruning Paragon	1,750.00
Eugene Dietzgen Co., Chicago	Bruning Paragon	1,774.00

Payable from budgeted General Revenue Equipment Funds, Industrial Arts Department.

* Signifies low bid recommended

All bids solicited in accordance with approved purchasing regulations.

Leslie A. Holmes
President

REPORT OF
WESTERN ILLINOIS UNIVERSITY

May 15, 1961

I. Students

A. Posthumous Degrees

1. It is recommended that the Degree of Bachelor of Science in Education be conferred at the June, 1961, Commencement on Mr. Donald C. McCullough. Mr. McCullough, an Industrial Arts major, was fatally injured in an automobile accident in March. He would have completed the requirements for the degree during the summer.
2. Mr. Lewis J. Blevins, Graduate Assistant in Biological Sciences, lost his life in a boating accident on Sunday, April 23, 1961. In August 1960, he completed the requirements for the Bachelor of Science degree, which will be conferred posthumously at the June Commencement.

II. Faculty

A. Resignations

1. Dr. Norman C. Olson, Associate Professor of Business Administration, has submitted his resignation to become effective at the close of the Second Summer Term, 1961.
2. Miss Anne Ingram, Assistant Professor of Physical Education, has resigned effective at the close of the Second Summer Term, 1961.
3. Mr. Donald Shult, Instructor of Physics, has resigned effective at the close of the Second Summer Term, 1961.

B. Summer Term Appointments and Changes

1. The following staff members will be employed the Second Summer Term to supervise off-campus student teaching programs at Galesburg and Havana:

Doris Lee Leighty	1½ mo.
John Christoffersen	1½ mo.
Roy Grindstaff	1½ mo.
Rowena Hipple	1½ mo.

These are the four vacant positions listed in our April 17, 1961, report and these assignments are in addition to those for the First Summer Term for these four individuals.

2. Mr. Paul Cuba will be employed during the First and Second Summer Terms as Instructor in the Departments of Education and Biological Sciences at \$500 per month. Mr. Cuba holds the B.S. degree from Western and the Master's from Ohio State University. This appointment is to fill the vacant positions listed in our April report.
3. Arthur J. Dufelmeier - Change from 2½ mo. to 3 mo. for summer 1961.

C. Appointments for 1961-62 (replacements)

1. Mr. Donald S. Galitz is recommended for appointment as Assistant Professor of Biological Sciences effective September 1961 at \$720 per month. Mr. Galitz earned the A.B. degree from Monmouth College and the M.S. from the University of Illinois. He is scheduled to complete the requirements for the Ph.D. at the University of Illinois during the summer of 1961. He also attended the University of Illinois College of

Medicine for one year. He served as student assistant at Monmouth College, teaching laboratories in general biology and animal physiology. He will replace Aristotel J. Pappelis. (Should Mr. Galitz not receive the Ph.D. by September 1, 1961, his salary will be \$680 per month.)

2. Mr. David W. Ganyard is recommended for employment as Assistant Professor of Geography and Geology beginning September 1961 at \$740 per month. His degrees are: B.A., College of Wooster; M.A., Ohio State University. From 1956 to 1960 he was employed as Graduate Assistant and Assistant Instructor at Ohio State during which time he was working toward the Ph.D. degree. Since September 1960, he has been Assistant Professor and Head of the Department at Morris Harvey College, Charleston, West Virginia. He will replace D. Noel Brooks. His contract will include the following clause: Renewal of this contract depends on a report of satisfactory progress toward the completion of the Ph.D. degree.
3. Mr. William Hodgson is recommended for appointment as Assistant Professor of Dramatics and Speech beginning September 1, 1961, as a replacement for Winifred Golden. He received the B.S. in Ed. from Southwest Missouri State College, the M.A. from the University of Arkansas, and is scheduled to receive the Ph.D. from Ohio University in August 1961. He has taught speech therapy in Ohio schools and served as graduate assistant at the University of Arkansas and teaching fellow at Ohio University. His salary will be \$760 per month (or \$720 in the event he does not complete the requirements for the Ph.D. by September 1, 1961),
4. Mr. Karl B. Marx is recommended for appointment as Assistant Professor of Social Sciences, effective September 1961, at \$780 per month. He will replace James L. Leibfried. Mr. Marx holds the B.A. and M.A. degrees from Michigan State University and is scheduled to complete the requirements for the Ph.D. at the University of Illinois during the summer of 1961. He has done part-time teaching at the University of Illinois for the past three years. (In the event he does not receive the Ph.D. by September 1, 1961, the salary will be \$740 per month.)
5. Mr. Roger L. McClintock is recommended for appointment as temporary Instructor in the Department of Mathematics for the 1961-62 academic year. He will replace Agnes Wessling, and his salary will be \$620 per month. He received the B.S. and M.S. degrees from Western Illinois University. In 1959-60 he served as Graduate Assistant at Western, and at the present time he is a teacher in the Senior High School, Jacksonville, Illinois.
6. Mr. Richard Thornberry is recommended for appointment as Assistant Professor of English, effective September 1961, at \$800 per month. Mr. Thornberry received the Ph.B. degree from Marquette University and the M.A. from the University of Michigan. He is scheduled to complete the requirements for the Ph.D. at Ohio State University in August 1961. He has taught part time at Ohio State from 1955 to the present. (In the event he does not complete the requirements for the doctorate by September 1961, his salary will be \$760 per month.)
7. Dr. Norbert A. Goeckner is recommended for appointment as Assistant Professor of Chemistry, beginning September 1961, as a replacement for George W. Mach. His degrees are: B.S., University of Illinois; M.S. and Ph.D., State University of Iowa. In 1958-59 he did postdoctoral work at the Swiss Federal Technical Institute, Zurich, Switzerland. His experience includes: graduate teaching assistant, State University of Iowa; lecturer at Purdue University (Calumet Center) night school, Feb. 1960 to present; research assistant, U.S. Dept. of Agriculture, SUI; summer work at Owens-Illinois Glass Co., Standard Oil Co., Dow Chemical Co., American Cyanamid Co. Since July 1959, he has been employed by the Research and Development Department, American Oil Co. His salary will be \$860 per month.

D. Appointments (new positions provided in 1961-62 budget)

1. Mr. Raymond V. Anderson is recommended for appointment as Assistant Professor of Social Sciences, beginning September 1961, at \$860 per month. Mr. Anderson received the B.S. from Moorhead State College and the M.A. from the University of Minnesota. He is scheduled to complete the requirements for the Ph.D. at Minnesota during the summer of 1961. He has been on the staff of the State Teachers College at Mayville, North Dakota, since January 1951. This is a new position. (His salary will be \$820 per month in the event he does not complete the requirements for the doctorate by September 1, 1961.)

E. Disability Leave

1. Dr. C. Adam Turner, Professor of Education, has been absent since March 9, 1961, due to illness. His work has been absorbed by colleagues. He has requested an extension of his sick leave. We recommend approval of this request through the spring quarter, 1961.

F. Promotions

The following promotions are recommended to become effective September 1, 1961:

1. Academic Rank

- a. From Associate Professor to Professor
Clyde F. Mead, Education
- b. From Assistant Professor to Associate Professor
Wesley S. Simons, Counselor for Men
- c. From Instructor to Assistant Professor
Don L. Crawford, Audio-Visual Education
JoAnn B. Gecsy, Campus School (Art)
Anna Marie Gruber, Education
Kenneth W. Murphy, Physics
Guy Ricci, Physical Education
Rhea Shields, Home Economics
James W. Shive, Campus School (Geography)
Victor Simpson, Industrial Arts
Robert E. Vanni, Physical Education
William A. Watts, Business Education

2. Tenure

- a. Professor
Kenneth R. Martin
- b. Associate Professor
John G. Westover
- c. Instructors
Guy Ricci
James W. Shive

III. Other Employees

A. Resignation

1. Miss Catherine L. Geiger, WCS-154, Clerk Stenographer I in the Science Departments, has resigned effective May 12, 1961. She will also be paid for five days' vacation due her.

B. Appointments

1. Carol L. Ream was employed as Clerk Stenographer I in the Bureau of Occupational Information and Placements, WCS-176 effective April 18, 1961, at \$250 per month. This is a new position approved by the Board on April 17.
2. The effective date of the employment of Laverna M. Ingles, Maid, WCS-130, was changed from April 19, 1961 (as reported in the April report) to May 1, 1961.
3. Diana Volker was employed as Clerk Stenographer I, WCS-154, in the Science Departments, beginning May 8, 1961. Her salary will be \$250 per month. She replaces Catherine L. Geiger.

C. Temporary Appointments and Terminations

1. The termination date of the temporary work assignment for N. Frances Vincent, temporary Maid, was changed from April 18, 1961 (as reported in April report) to April 30, 1961.
2. Marion A. John completed his temporary work assignment as temporary Groundsman (substitute for R. Grim) as of April 30, 1961.
3. The following were employed as temporary Groundsmen for the six months beginning May 1, 1961 for the two positions approved by the Board at the April meeting:

Iri G. Chenoweth at \$330 per month
Marion A. John at \$330 per month

4. William L. Leighty was employed as temporary Groundsman effective May 1, 1961 at \$330 per month as a replacement for R. Grim, who is on sick leave.
5. Harry A. McGuire was employed as temporary Janitor effective April 26, 1961 at \$330 per month to replace R. Purdum, who is on sick leave.

D. Changes in Classification, Duties and/or Salary

1. Hourly rates for the following employees were increased to \$3.82½ per hour effective May 1, 1961 in accordance with notice from the Department of Labor.

Thomas V. Larson, Plumber, WCS-33
William L. Smith, Steamfitter, WCS-110

E. Additional Positions

We respectfully request permission to employ persons with the classification of Clerk Stenographer I (or Clerk Typist I), effective June 1, 1961, at salaries within the Civil Service ranges for these classifications, for the following offices:

Admissions and Registrar
Guidance Office
Men's Physical Education
Science Departments

The volume of correspondence from prospective students and the processing of applications has increased to the point where the present clerical staff of the Office of Admissions and Registrar is unable to complete the work as promptly as it should be done. It has been necessary, therefore, to employ part-time student help to process records, confidential files, and grade

point averages. This practice is opposed by AACRO.

The testing of prospective freshmen and consultative services provided by the Guidance Office has resulted in a decided increase in the volume of correspondence and records in this office. At the present time this office is staffed with a half-time clerical worker plus student help. We feel that test scores and other confidential files should not be handled by student workers. Also, instructors are reluctant to make use of the IBM Test Scoring Machine since it, too, is presently operated by students.

The present clerical staff for the Department of Physical Education for Men consists of one Clerk Stenographer plus student help. The academic staff numbers thirteen, all of whom have a great deal of correspondence. This, together with the work necessary in connection with the intercollegiate and intramural athletic programs and academic advising, is more than can be handled by one person, and student help is not always available when needed the most.

At present the Geography and Geology, Chemistry, and Physics Departments share the services of one Clerk Stenographer. This is a very unsatisfactory and inadequate arrangement, and the additional person will provide at least half-time clerical help for these departments.

Adequate funds are available for these positions in the appropriation for Personal Services.

F. List of substitute teachers to be employed when needed at rate of \$15 per day:

Barrett, Charles L., M.S.	Shryack, Mrs. Ford, B.Ed.
Blyler, Edith, B.E.	Shryock, Mrs. Jerry, B.Ed.
Bodenhamer, Estelena Black, M.S.	Simpson, Mrs. Sterling, B.Ed.
Burgard, Dorothy Dixon, M.S.	Snowden, Mrs. Eldon, B.S.
Burton, Mrs. Ruth Ann, M.S. in L.S.	Stipanowich, Mrs. Mary, B.Ed.
Carson, Mrs. Hazel, B.Ed.	Swain, Mrs. Alice, M.S.
Castle, Mrs. Pearl Patterson, M.S.	Waggoner, Louise, M.A.
Cordell, Mrs. Margaret, B.S.	Wetzel, Wayne, M.S.
Elder, John J., B.S.	Wilson, Robert, B.Ed.
Eller, Walter H., M.S.	
Griesenbrock, Mrs. Herman, A.B.	
Grigsby, Mrs. Dorothy, B.Ed.	
Harn, Mrs. Genevieve, B.Ed.	
Harn, Jack B., B.Ed.	
Hohman, Mrs. Howard, B.A.	
Howell, Avanelle, B.A. in L.S.	
Knappenberger, Mrs. Dean, B.S.	
Kowal, Chester, M.S.	
Losasso, Mildred, B.Ed.	
McAllister, Dorothy, B.Ed.	
McClure, Earlene Kimler, B.S.	
McNally, Mrs. Lucinda, B.Ed.	
McRaven, Mrs. Dixon, B.S.	
McVickar, Mrs. Carol, A.M.	
Mead, Mrs. Clyde, B.Ed.	
Morris, Vera Gene, M.A.	
Morrow, Mrs. Jean, M.S.	
Myers, Bessie, M.A.	
Nell, Mrs. David, B.Ed.	
Nelson, Mrs. Robert, B.Ed.	
Potter, Elizabeth, B.Ed.	
Raatjes, Mrs. John, B.S.	
Reid, Mrs. Dempsey, A.B.	
Sargent, Mrs. Alta, B.Ed.	
Schleier, Mrs. Alice, M.S.	
Scott, Mrs. Keith, B.Ed.	

G. List of faculty members and employees who will be on the retired list (University Retirement System) as of September 1, 1961:

Beighey, Clyde
Beu, Frank A.
Bonham, Tressie
Burton, Edna

Carson, Ruth
Carson, William Roy
Crain, Bessie
Cromer, Arthur T.

DeCamp, W. E.
Donley, Margaret B.

Eller, Walter H.
Evans, Cecile

Henry, Margaret J.
Hoover, Isabel
Hubbard, Lula

Kirkbride, Chester

Lemmer, Guy
Linder, Roscoe G.
Lowderman, R. L.

Mitchell, Beulah
Monninger, Carl B.
Moore, Guy S.

Nelson, Charles L.

Pence, Helen M.
Potter, Olive
Pottle, Theodora
Purdum, Roma

Ray, Ethel

Sallee, Roy M.
Schannenk, Margaret M.
Schory, Harold F.
Simpkins, Rupert R
Stookey, Ray
Strome, Alberta

Thisted, M. N.
Tillman, Arthur G.

Vawter, Gladys
Voss, Hertha

Wear, Irene J.
Wetzel, Wayne

VIII. STUDENT LIFE

The All-University Student Government has appropriated \$500 to aid in sending two students to Vienna for studying during the school year, 1961-62. The All-University Student Government is participating in the University's proposed Junior Year Abroad Program and will request these two students to speak to various student organizations during their senior year at Western.

The student body has elected Dr. William Masters as the recipient for the Distinguished Professor Award. This award was originated last year by the All-University Student Government in order to take steps to grant recognition for outstanding teaching at Western. You will recall that Mr. Donald Marshall was the recipient of this award last year.

The All-University Student Government has recommended changes in order to increase pedestrian safety on campus. The changes recommended by Student Government were (1) the placing of a stop sign at the intersection of Sherman Drive and the road to the west of Sherman Hall, and (2) painting a crosswalk in the area between Sherman Hall and Grote Hall and in the area from the Public Services Building to Morgan Gym.

IX. Purchases

A. Station Wagon (as authorized at April 1961 Board meeting)

Bids were received as listed on:

One (1) 9-passenger station wagon per specifications less trade-in of one (1) 1959 Pontiac station wagon, inventory #18650

Howe Motor, Macomb

Mercury	\$3,835.10	
Less trade-in	<u>2,425.55</u>	
	\$1,409.55	
Less Edsel credit coupon	<u>300.00</u>	
		\$ 1,109.55

Carnahan Pontiac Sales, Macomb

Pontiac	\$3,788.50	
Less trade-in	<u>2,193.60</u>	
		1,594.90

Mounce Motor Co., Macomb

Oldsmobile	\$4,028.40	
Less trade-in	<u>2,228.40</u>	
		1,800.00

It is recommended that the low bid of Howe Motor be accepted. This expenditure will be made from Agency Account - Bus Replacements.

B. Truck (as authorized at April 1961 Board meeting)

Bids were received as follows on:

One (1) 1961 Truck per specifications less trade-in of one (1) 1952 Dodge 1½ ton truck, inventory #6935

Morgan Implement Co., Macomb

International	\$4,944.00	
Less trade-in	<u>1,565.00</u>	
		\$ 3,379.00

Howe Motor, Macomb

Ford	\$5,067.74	
Less trade-in	<u>1,467.74</u>	
		3,600.00

Macomb Motor, Macomb

Ford	\$5,143.61	
Less trade-in	<u>1,524.80</u>	\$ 3,618.81

Carnahan Pontiac Sales, Macomb

G.M.C.	\$4,650.00	
Less trade-in	<u>1,020.00</u>	3,630.00

Mounce Motors, Macomb

Chevrolet	\$5,095.90	
Less trade-in	<u>1,405.90</u>	3,690.00

R. & K. Motors, Galesburg

G.M.C.	\$5,113.60	
Less trade-in	<u>1,200.00</u>	3,913.60

It is recommended that the low bid of Morgan Implement Company be accepted. The expenditure will be made from Income Fund - Equipment, as provided in the budget of the Agriculture Department (Farm).

Both the station wagon and truck were advertised in the state newspaper.

X. Miscellaneous

A. Transfers from Contingencies

We respectfully request transfers from Contingencies, Income Fund Educational, as follows:

To: Equipment	\$20,000.00
To: Printing	<u>10,000.00</u>
	\$30,000.00

Summary of Contingency Fund:

Total appropriation	\$327,790.00
Releases to date	<u>95,000.00</u>
Present balance	232,790.00
Proposed transfers	<u>30,000.00</u>
Balance	\$202,790.00

Following is a list of equipment, and estimated costs, which we proposed to purchase from these funds:

Organ, Fine Arts Building	\$ 9,000.00
Graduate Equipment, Chemistry	7,800.00
Two electric typewriters	650.00
Calculator, Mathematics Department	750.00
Five teachers' desks, Sherman Hall	500.00
Royaltyper	1,100.00
Postage Meter	<u>600.00</u>
	\$ 20,400.00

The additional funds in Printing are needed to provide paper and printing supplies for the various departments during the remainder of this biennium and also for the first 30-60 days of the new biennium, inasmuch as a requisition cannot be processed by the Printing Division in sufficient time to provide for our needs for the beginning of the 72nd Biennium, and to provide an additional 3,000 copies of the general catalogue.

A. L. Knoblauch
President

Section II.

- G. Faculty and administrative list for the year 1961-62 to be paid from the appropriation for Personal Services, General Revenue, with monthly salaries recommended by the Salary Schedules and Retirement Committee and the President to become effective September 1, 1961. Contracts to be issued for nine months except where indicated.

* Department head
 ** Acting department head, Fall Qr.
 ç Sabbatical leave 9 mo. at half salary
 çç Sabbatical leave partial year at full salary
 ççç Leave without salary
 # Plus \$40 maintenance
 ## Plus \$60 maintenance
 () Indicates no. months in contract if other than nine
 + Half to be paid from Gen. Rev.; half from Bond Rev.
 R Replacement position
 S Substitute position
 N New position

<u>Name</u>	<u>Degree</u>	<u>Department</u>	<u>Salary 1960-61</u>	<u>Salary 1961-62</u>
<u>Professors</u>				
Knoblauch, A. L.	Ed.D.	President (Soc.Sc.)	1,800 (12)	
Ayre, H. Glenn	Ph.D.	Dean, Arts & Sc. (Mathematics)	1,280 (12)	1,420 (12)
Foreman, Earl	Ed.D.	Provost (Ed.)	1,280 (12)	1,420 (12)
*Morrow, Roger M.	Ph.D.	Physics	1,200 (11)	1,340
*Myers, R. Maurice	Ph.D.	Biol. Sc.	1,200 (11)	1,340
Bernardy, Theodor	M.D.	Univ. Physician and URS Examiner	1,160 (12)	1,300 (12)
*Julstrom, Clifford A.	Ph.D.	Music	1,160 (11)	1,300
*Shiley, Robert A.	Ph.D.	English	1,160 (11)	1,300
Archer, Julian L.	Ph.D.	Dean, Grad. Studies (Education)	1,160 (12)	1,280 (12)
*Ferguson, Robert L.	Ed.D.	Bus. Ed.	1,100 (11)	1,240
Larson, Rolf W.	Ph.D.	Dean of Education (Education)	1,100 (12)	1,240 (12)
*Stipanowich, Joseph J.	Ed.D.	Mathematics	1,100 (11)	1,240
*Brophy, Kathleen J.	Ph.D.	Physical Ed.	1,080 (11)	1,220
Castle, John F.	Ed.D.	English	1,080	1,220
Crane, Carlson E.	Ed.D.	Dean, Public Services (Bus. Adm.)	1,080 (12)	1,220 (12)
Covert, Warren O.	Ph.D.	Education	1,080	1,220
*Fritschel, Arthur L.	Ed.D.	Education	1,080 (11)	1,220
*Reid, Dempsey E.	Ed.D.	Ind. Arts	1,080 (11)	1,220
*Sproull, Grace M.	Ph.D.	For. Lang.	1,080	1,220
Storey, John S.	Ed.D.	Coord. of Psychological Services (Education)	1,080 (12)	1,220 (12)

Stull, Harriet C.	Ph.D.	Soc. Sc.	\$1,080	\$1,220
çç*Bodine, Marcy G.	Ph.D.	Soc. Sc.	1,080 (11)	1,200
Henderson, John W.	Ed.D.	Dean, Student Services (Education)	1,060 (12)	1,200 (12)
*Jones, Reece A.	Ph.D.	Geog. & Geology	1,060 (11)	1,200
Lundvall, Merle	Ph.D.	English	1,060	1,200
*McVickar, John S.	Ph.D.	Agriculture	1,080 (11)	1,200
*Shelton, Robert W.	Ph.D.	Chemistry	1,080 (11)	1,200
Wendt, Arnold	Ph.D.	Mathematics	1,060	1,200
**Hicken, Victor	Ph.D.	Soc. Sciences	1,040	1,180
çç*Loomer, Gifford C.	Ph.D.	Art	1,060 (11)	1,180
ççOlsen, Arthur R.	Ed.D.	Soc. Sciences	1,040	1,180
Turner, C. Adam	Ed.D.	Education	1,060	1,180
Griesenbrock, Herman, Jr.	Ed.D.	Ind. Arts	1,020	1,160
Peterson, Jack A.	Ph.D.	Education	1,020	1,160
Thomas, Ancil R.	Ph.D.	Physics	1,020	1,160
Nielsen, Maurice	Ph.D.	Philosophy	1,000	1,140
çMartin, Kenneth R.	Ph.D.	Geog. & Geology	980	1,120
Sather, J. Henry	Ph.D.	Biol. Sciences	980	1,120
Whitehead, Frances	Ph.D.	Bus. Education	1,000	1,120
Fite, Olive L.	Ph.D.	English	960	1,100
Glasow, Ogden L.	Ph.D.	Education	980	1,100
Mead, Clyde F.	Ed.D.	Education	940	1,080
Zimmerman, Ruth L.	Ph.D.	English	940	1,060
Roberts, John C.	Ph.D.	Education	1,000 (12)	1,040
Lipsey, William E.	Ed.D.	Education	960	1,000
_____	_____	Bus. Adm. (R: Olson)		1,000
_____	_____	Geog. & Geol. (S: Martin)		1,000
_____	_____	Physics (R: Shult)		1,000
_____	_____	President's Office (N)		1,000 (12)
_____	_____	Speech (R: Gregg)		1,000

Associate Professors

Derwort, Bernard J.	Ph.D.	Mathematics (R: Dotterer)		1,100
*Hanson, Raymond W.	M.Ed.	Director of Athletics (Physical Education)	980 (12)	1,080 (12)
Krong, Norman L.	Ph.D.	Education	960	1,080
Potter, George	Ed.D.	Coordinator of Lab. Experiences (Ed.)	960 (12)	1,080 (12)
Warner, Wilma	Ed.D.	Home Economics	960	1,080
Blyler, Dorothea	Ed.D.	Music	920	1,040
Donaldson, LeRoy J.	Ph.D.	Bus. Ed.	920	1,040
*Gee, Ronald C.	Ph.D.	Speech	920 (11)	1,040
Suycott, Forrest D., Jr.	Ph.D.	Music	920	1,040
çLenel, Luise A.	Ph.D.	For. Languages	900	1,020
Tuan, Render D. S.	Ed.D.	Physics	920	1,020
*Joyce, James N.	Ph.D.	Psychology	880	1,000
Mock, Gordon D.	Ph.D.	Mathematics	900	1,000
Sedman, Yale S.	Ph.D.	Biol. Sciences	900	1,000
Waldrep, Reef V., Jr.	Ed.D.	Coordinator of Publica- tions (English)	880 (12)	1,000 (12)
Goode, Kenneth H.	Ph.D.	Chemistry	900	980
Crall, H. William	Ph.D.	Biol. Sciences	880	980
Hardin, Richard L.	Ph.D.	Chemistry	860	980
McKee, Mary Ellen	Ph.D.	Phys. Education	860	980
Parsons, John D.	Ph.D.	Biol. Sciences	880	980
Bergstrom, John R.	Ph.D.	Geog. & Geol.	860	960
Blackford, Paul W.	Ph.D.	English	840	960
Cortes, Louis J.	Ph.D.	For. Languages	840	960
Simons, Wesley D.	Ed.D.	Men's Counselor (Ed.)	840 (12)	960 (12)
Westover, John G.	Ph.D.	Social Sciences	860	960
Gabler, Robert E.	Ed.D.	Geog. & Geol.	820	940

Jessee, Jack W.	Ph.D.	English	\$ 840	\$ 940
Randolph, A. Wayne	Ph.D.	Head, Bureau of Occupational Information & Placements (Ed.)	820 (12)	940 (12)
Loftin, Aimee M.	P.E.D.	Phys. Education	800	920
Garrison, Theodore R.	Ph.D.	English	800	900
Vanderburg, Ray H.	D.Ed.	English	800	900
		Admissions (N)		900 (12)
		Art (S: Loomer)		900 (3)
		CS-Home Econ. (R: Molyneaux)		900
		Education (R: Morgan)		900
		Education (Reading) (R:Mock)		900
		English (N)		900
		For. Lang. (S: Lenel)		900
		Housing & Student Center Mgr. (R: Worden)		900 (12)
		Library (N)		900 (6)
		Library (N)		900 (6)
		Women's P.E. (R: Ingram)		900
		Psychology (N)		900
		Social Sciences (N)		900
		Speech (N)		900
		Speech (N)		900
Ave, Harold C.	Ph.D.	Health	820	880
Conrey, George A.	D.F.A.	Music	860	860

Assistant Professors

Garner, C. Wix	A.M.	Asst. Director of Athletics (P.E.)	920 (11)	1,040 (11)
Gibb, Richard D.	Ph.D.	Agriculture	920	1,040
Reynolds, Juna	M.A.	English	920	1,040
*Swofford, Lyndal	M.Ed.	Library	920 (12)	1,040 (12)
Burke, Marjorie	M.A.	CS-Kindergarten	920	1,020
Morley, Leroy	A.M.	Phys. Ed.	920	1,020 (12)
*Miner, Sarah	M.S.	Home Econ.	920 (11)	1,020
Nail, Elna Scott	M.A.	CS-Grade 3	920	1,020
Sollars, Velna	M.S.	CS-Bus. Education	920	1,020
Swain, Paul B.	M.A.	CS-Art	920	1,020
Taylor, Loren E.	A.M.	CS-Mathematics	920	1,020
Wardell, Margaret	AM(LS)	Library	920	1,020
Nolte, Sidney D.	Ph.D.	Mathematics	860	1,000
Terrill, Jennette N.	M.Ph.	Audio-Visual	900	1,000
Clow, Robert J.	M.S.	Health & P.E.	880	980
Gould, A. Oren	M.M.	CS-Music	880	980
Neeley, Nancy D.	M.A.	Home Econ.	880	980
*Roberts, A.B.	A.M.	Audio-Visual	880 (11)	980 (12)
Robinson, Loren K.	M.S.	Agriculture	880	980
cccHowell, Wayne K.	M.A.	Audio-Visual	860	960
Kiefer, Earl C.	M.S.	Mathematics	880	960
Mulder, George W.	A.M.	Music	880	960
Suiter, James E.	Ph.D.	English	860	960
cccVanEtten, Leslie J.	M.S.	Agriculture	880	960
Wanninger, Forrest I.	M.M.	Music	880	960
Schormann, Victor	MS(LS)	Library	860	940
Abbot, Richard R.	HS Dir.	Health & P.E.	840	920 (12)
Cay, Donald F.	Ed.D.	Education	800	920
Fagerlie, Anna Maria	Ed.D.	Education	800	920
Marshall, Donald W.	M.S.	Soc. Sciences	840	920
Morris, Everett F.	Ph.D.	Biol. Sciences	800	920
Mussatto, Harry	M.S.	CS-Phys. Ed.	820	920
Masters, William M.	Ph.D.	Soc. Sciences	800	900
Raatjes, John	Ph.D.	Soc. Sciences	800	900
Ross, George	Ed.D.	Education	780	900

Stone, Wilson M.	Ph.D.	Education	\$ 800	\$ 900
Sockler, Harry	M.S.	CS-P.E. & Soc. Sc.	800	900
Tucker, Raymond K.	Ed.D.	Dramatics & Speech	800	900
Wittrock, Verna D.	Ph.D.	English	800	900
Burton, William L.	Ph.D.	Social Sciences	780	880
Dufelmeier, Arthur J.	M.S.	Phys. Education	780	880 (12)
Gruber, Anna Marie	A.M.	Education	780	880
Hager, Calvin F.	Ed.D.	CS-Soc. Sciences	780	880
Osborn, Jeanne	A.M.	Library	780	880
Robinson, Laurretta J.	M.A.	CA-English	840	880
Schormann, Marguerite T.	MS(LS)	Library	780	880
Veleta, Richard K.	D.M.	Music	760	880
Zimmerman, Fred W.	Ed.D.	Industrial Arts	780	880
Anderson, Raymond V.	Ph.D.	Social Sciences (N)		860
Cordell, Howard W.	MS(LS)	Library	780	860
Ehrhardt, Maryann	Ed.D.	Women's Counselor (Ed.)	760 (12)	860 (12)
Fentem, Arlin D.	M.S.	Geog. & Geology	760	860
Goeckner, Norbert A.	Ph.D.	Chemistry (R: Mach)		860
Mills, Lois P.	AMLS	CS-Library	760	860
Pierson, Robert A.	Ph.D.	Education	740	860
Ricci, Guy F.	M.S.	Phys. Education	760	860 (12)
Sebree, June L.	M.S.	Phys. Education	760	860
**Eckert, W. Dean	M.A.	Art	760	840
Filson, Thomas N.	Ph.D.	Education	740	840
George, William C.	M.S.	Agriculture	820	840
Lubachko, Ivan	A.M.	F. Lang. & Soc. Sc.	760	840
Neu, Lucile	M.A.	Library	780	840
Wiggins, Wayne	Ed.D.	CS-Guidance	720	840
Cheatham, Orie A.	M.S.	Bus. Education	740	820
Gray, Mary D.	M.S.	CS-Physical Education	740	820
Houck, Glenn R.	M.S.	CS-Ind. Arts	720	820
Murphy, Kenneth W.	M.S.	Physics (R: Eller)	720	820
Prange, James W.	M.S.	Audio-Visual	720	820
#Shields, Rhea	M.S.	Home Economics	740	820
Spilker, Otto H.	P.E.D.	Phys. Education	720	820
Carlson, Helen S.	Ph.D.	English	700	800
Conn, Kenneth	A.M.	Chemistry	780	800
Henry, R. D.	Ph.D.	Biol. Sciences	700	800
Pergament, Eugene	Ph.D.	Biol. Sciences	680	800
Thornberry, Richard T.	Ph.D.	English (R: Kline)		800
Warner, Richard A.	A.M.	Bus. Education	720	800
		Agriculture (S: VanEtten)		800
		Audio-Visual (S: Haddock)		800
		CS-Library (R: Evans)		800
		CS-Grade 1 (R: Schannen)		800
		CS-Elem. Educa. (R: Losasso)		800
		Education (R: Burgard)		800
		English (S: Johnson)		800
		Library (S: Osborn)		800
		Library (N)		800 (6)
cccCrawford, Don L.	M.S.	Audio-Visual	700	780
Gecsy, JoAnn B.	M.F.A.	CS-Art	680	780
Harding, Robert N.	M.S.	CS-Mathematics	700	780
Leighty, Doris L.	M.S.	CS-Grade 2	700	780
Marx, Karl B.	Ph.D.	Soc. Sciences (R: Leibfried)		780
Shive, James W.	M.S.	CS-Geography	700	780
Hodgson, William R.	Ph.D.	Dramatics & Speech (R: Golden)		760
cSimpson, Victor G.	M.S.	Ind. Arts	680	760
Watts, William A.	M.S.	Business Ed.	680	760
Astle, William R.	M.A.	Mathematics (S: Shryock)		740
Gaynyard, David W.	M.A.	Geog. & Geology (R: Brooks)		740
Vanni, Robert E.	M.S.	Health & P.E.	660	740
Galitz, Donald S.	Ph.D.	Biol. Sciences (R: Pappellis)		720

Instructors

		Student Personnel Serv. (R: Draper)	\$ 840
çShyrock, A. Jerry	M.S.	Mathematics	760 840
Johnson, Verner B.	M.A.	Ind. Arts	720 800
Kellogg, Maurice G.	M.S.	CS-Sciences	720 800
Buckley, Helen L.	M.S.	CS-English	720 780
Hoing, Helen L.	M.S.	CS-Grade 6	720 780
#Larson, Richard C.	M.A.	Mgr. of Univ. Farm (Agri.)	720 (12) 780 (12)
Litchfield, Eugene H.	M.S.	Audio-Visual	720 780
Grindstaff, Roy R.	A.M.	CS-Grade 4	700 760
Shelton, Verne K.	M.F.A.	Art	700 760
Barrett, Gladwyn L.	M.S.	Physics	700 740
Hyde, H. Wendell	M.S.	Physics & CS (R: Murphy)	700 740
çççJohnson, Vernon E.	A.M.	English	680 740
Meline, Charles W.	A.M.	Ind. Arts	660 740
Swanson, Wendell	M.S.	Ind. Arts	680 740
Tyler, Violet	M.S.	CS-Phys. Ed.	680 740
Vennard, Bruce I.	M.S.	CS-Grade 5	700 740
Viar, Don L.	M.S.	Men's PE	700 740
Flynn, Alberta J.	M.S.	CS-Grade 6	660 720
çHaddock, Elmer C.	M.S.	Audio-Visual	680 720
Jacobsen, James H.	M.A.	Ind. Arts	660 720
Leibfried, James L.	M.S.	Soc. Sc. (S: Bodine and Olsen)	660 720
Potter, O. Paul	M.Ed.	CS-Music	680 720
Carter, Russell E.	M.A.	CS-Art	660 700
Metcalf, Marcia D.	M.S.	Home Econ.	660 700
Mullen, Ted L.	M.S.	Phys. Ed.	660 700
Peterson, Roylene	M.S.	Phys. Ed.	660 700
Robertson, Jo Ann	M.A.	Phys. Ed.	640 700
		Library (N)	700 (6)
		Library (N)	700 (6)
+##		Guidance (Res.Hall)(R:Transier)	700
Barclay, Ralph E., Jr.	M.A.	Phys. Ed.	620 680
Blossom, Charles	M.M.	CS-Music	640 680
Carter, Ralph M.	M.A.	CS-For. Lang.	640 680
Grandgeorge, William N.	M.A.	CS-Speech	660 680
Hohman, Howard R.	M.S.	CS-Phys. Ed.	620 680
Keyes, Karl C.	M.Ed.	CS-Bus. Ed.	640 680
Scholl, Paul	M.S.	Audio-Visual (S: Howell)	640 680
Castle, Pearl			
Patterson	M.A.	CS-For. Lang.	600 660
Kowal, Barbara	M.S.	CS-Grade 3	600 660
Stiffler, Beth M.	M.S.	CS-English	600 660
Christoffersen, John E.	M.S.	CS-Grade 5	600 640
Gingerich, Eleanor P.	M.S.	CS-Grade 2	600 640
Sanders, LeRoy	M.S.	Ind. Arts (S: Simpson)	600 640
Dunlap, Sherry	MS(LS)	Library	600 620
Hipple, Rowena	M.S.	CS-Grade 4	620 620
McClintock, Roger L.	M.S.	Math. (R: Wessling)	620
O'Connor, Frank J.	M.S.	Audio-Visual (S: Crawford)	600 620
Deeds, Samuel D.	M.A.	CS-Mathematics	600 600
+##Rosenberg, Guy F., Jr.	M.S.	Guidance	520 600
Savage, Elizabeth J.	M.S.	CS-Grade 1	600 600

Faculty Assistants

Heap, Barbara D.	B.S.	Asst. Mgr., Student Center Registrar (S: Lizdas)	300 (12) 350 (12) 350 (2)
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Administrative Assistants

Horrabin, H. Waldo	M.S.	Principal, Campus School	\$1,040 (12)	\$1,160 (12)
Grigsby, James M.	B.Ed.	Business Manager	1,000 (12)	1,100 (12)
Laflin, G. Allan	A.M.	Asst. to Dean of Public Services & Director, Alumni Affairs (Bus.Ed.)	920 (12)	1,000 (12)
Stevens, Wesley C.	A.M.	Director of Admissions (P.E.)	860 (12)	940 (12)
Shake, W. K.	M.S.	Gen. Plant Supt. (A.V.)	840 (12)	880 (12)
Koester, Herman R., Jr.	M.S.	Financial Aids & Student Labor Officer	780 (12)	860 (12)
Kator, Dolores	M.S.	Registrar	700 (12)	760 (12)
Crum, Mary E.		Secretary to President	700 (12)	750 (12)

Emeritus

Gayler, George	A.B.	Extension	200 (12)	200 (12)
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Graduate Assistants

Twenty-four (24) at \$1,080 each (9 months @ \$120)

Section III.

H. Classified employees (non-negotiated) for the twelve months beginning July 1, 1961 with salaries recommended by the President and Business Manager.

<u>Name</u>	<u>WCS No.</u>	<u>Department or Office</u>	<u>Salary 1960-61</u>	<u>Salary 1961-62</u>
TO BE PAID FROM GENERAL REVENUE				
<u>Accounting Clerk II (325-450)</u>				
Phelps, Mary E.	85	Business	\$375	\$415
#Jones, Beverly		Business (New)		325
<u>Assistant Business Manager (475-800)</u>				
Campbell, Ralph E.	140	Business	750	800
<u>Assistant Recorder (300-400)</u>				
Lizdas, Charlotte E.	96	Registrar	355	380
<u>*Assistant Residence Hall Director (250-425)</u>				
George, Olive	175	1025 W. Adams Residence	410	410
Stoner, Mildred	173	501 W. Pierce Residence	310	310
Schleier, Alice M.	100	Grote Hall	260	260
<u>Assistant Tabulating Machine Supervisor (350-500)</u>				
Deatherage, Terry	118	Tabulating	415	440
<u>+Bookkeeping Machine Operator III (325-450)</u>				
Barry, Luan Walker	76	Business	350	380
<u>Cashier II (300-400)</u>				
Swisegood, M. Eleanor	48	Business	340	365
<u>Clerk Stenographer I (250-325)</u>				
Chatterton, Pauline I.	56	Admissions	300	325
Tones, Sharon C.	168	Coord. of Lab. Experiences	250	275

Finley, Julia R.	166	Counselor of Women	\$ 250	\$ 270
Purdy, Aldena L.	105	Athletic Director	250	270
Sanderson, Patricia K.	152	Social Science	250	270
Raymond, Marilyn K.	124-171	Mathematics & Guidance	250	265
Rumple, Arrettea F.	157	English	255	265
Ream, Carol L.	176	Placement Bureau	250	260
Volker, Diana	154	Science	250	260
Wheatley, Wilma M.	115	Business	250	260
Barclay, Audrey M.	153	Registrar	240	250
		Adm. & Registrar		
		(beg. 6/1/61)	250	
		Guidance (beg. 6/1/61)	250	
		Men's P.E. (beg. 6/1/61)	250	
		Science (beg. 6/1/61)	250	
		Adm. & Registrar (New)		
		Alumni & Publicity (New)		
		Education & Women's P.E. (New)		
	159	Ag. & Biol. Sc. (R: Schleuter)	230	
<u>Clerk Stenographer II (275-350)</u>				
Shore, M. Joyce	81	Financial Aids	325	350
Barrett, Donna E.	47	CS Principal	280	310
Cromer, Cheryl L.	88	Men's Counselor	275	300
Lowery, Vera R.	123	Education	275	300
McCullough, Mildred	149	Dean of Education	265	300
Fisher, Beverly D.	138	Public Services	275	295
Bettis, Sandra J.	97	Audio-Visual	265	290
#Bowman, Helen	143	Physical Plant	250	285
Koerner, Karen L.	75	Student Personnel Services	275	285
Mahaffey, Leah H.	57	Alumni & Public Services	275	285
#Spolum, Mary L.	160	Placement	255	280
	139	Arts & Sciences (R:Rockwell)	275	
<u>Clerk Stenographer III (300-400)</u>				
Ermisch, Sharon W.	109	President's Office	300	325
Haynes, Bernice	167	Business Office	275	300
<u>Chief Clerk (350-500)</u>				
Bishop, Lucile O.	3	Placement	420	445
<u>Clerk Typist I (250-325)</u>				
Larner, Helen C.	142	Security	260	290
Curtis, Mabel M.	103	Library	260	285
Trubey, Linda S.	158	Art & Music	245	270
Miller, Roberta D.	45	Duplicating	240	265
Hodgin, Mildred L.	122	Audio-Visual	250	260
Gibson, Sandra R.	155	Speech	245	255
Hilton, Lotus M.	106	Tabulating	245	255
		Adm. & Registrar (New)		
		Financial Aids (New)		
	134	Registrar (R: Patterson)	245	
<u>Clerk Typist II (275-350)</u>				
Wilson, Ethel M.	104	Business	275	300
<u>Health Service Nurse (325-450)</u>				
Thompson, Edithe N.	65	Health Service	390	400
Butcher, Betty A.	144	Health Service	365	380
<u>Internal Auditor (450-700)</u>				
Frowein, Richard M.	151	Business	520	540
<u>Inventory Supervisor (325-450)</u>				
Newman, Polly A.	133	Business	350	380

<u>+Library Clerk II (275-350)</u>		Library (New beg. 9/1/61)	
<u>(3 positions)</u>		Library (New beg. 4/1/62)	
<u>Mailing Service Supervisor (300-400)</u>			
Morris, Russell E.	141	Postal Service	\$ 370 \$ 395
Reno, Isabelle	101	Postal Service	305 325
<u>Medical Technologist I (275-350)</u>			
Ray, Wilma	117	Health Service	315 340
<u>Office Supervisor (450-700)</u>			
Grigsby, Edna E.	6	Business	615 665
<u>+Pay Roll Clerk II (275-350)</u>		Business (New)	
<u>Personnel Officer I (475-750)</u>			
Pogue, Jeanne G.	49	Business	575 625
<u>*Residence Hall Director (375-550)</u>			
Abernathy, Dorothy P.	114	Bennett	460 460
Jones, M. Elizabeth	10	Grote Hall	440 440
<u>Secretary (S) (325-450)</u>			
Cary, Mary A.	99	Graduate Div.	330 355
White, Helen N.	50	Provost	300 325
<u>+Storekeeper (325-450)</u>		Science Depts. (New)	
<u>Stores Supervisor (400-600)</u>			
Horrell, Fred R.	102	Central Stores	500 525
<u>Tabulating Machine Opr. I (275-350)</u>			
Beatty, Elizabeth A.	170	Tabulating	275 300
<u>Typing Clerk II (250-325)</u>			
Kimler, Norma T.	108	Business	295 325
Hughes, Romona L.	163	Housing	250 260
#	147	Business (R: Jones)	255 —
<u>+Women's Locker Room Attendant (275-350)</u>			
Hainline, Ruth	132	Women's P.E.	275 295
TO BE PAID FROM BOND REVENUE			
<u>Assistant Fountain Supervisor (275-350)</u>			
Bliven, Charles N.	126	Snack Bar	300 335
<u>Fountain Supervisor (350-500)</u>			
Frowein, Harold L.	127	Snack Bar	465 500

+ Range subject to approval

Change in classification

* Half to be paid from General Revenue; half from Bond Revenue

MINUTES OF THE MEETING OF THE TEACHERS COLLEGE BOARD
Illinois State Normal University
Normal, Illinois

May 15, 1961

The regularly scheduled meeting of the Teachers College Board convened at 8:30 A.M., Monday, May 15, 1961, in the Administration Building, Illinois State Normal University, Normal, Illinois. Mr. R. A. Stipes, Jr., Chairman of the Board, presided.

Mr. Stipes called the meeting to order, roll was called and the following members answered present:

Mr. R. A. Stipes, Jr., Chairman	Mrs. Harriet Lowden Madlener
Mr. Clarence R. Ropp, Secretary	Mr. Noble J. Puffer
Mr. Carl Dunbar	Mr. Paul Stone
Mr. William E. McBride	Mr. George T. Wilkins

The following members were absent:

Mr. Morton H. Hollingsworth	Mr. William E. Reed
Mr. James A. Ronan	

Also present were the following:

Dr. Leslie A. Holmes, President
Mr. Z. Harold Dorland
Northern Illinois University

Dr. Robert G. Bone, President
Mr. Preston Ensign
Illinois State Normal University

Dr. Quincy Doudna, President
Mr. Raymond R. Gregg
Eastern Illinois University

Dr. A. L. Knoblauch, President
Mr. J. M. Grigsby
Western Illinois University

Dr. Richard G. Browne, Executive Officer
Mr. Richard F. Dunn
Mr. Arthur Samooore
Teachers College Board

Mr. William P. Froom, the Board's appointee, and Mr. Dave Haake, of the Bloomington Pantagraph, were present representing newspaper coverage of this meeting.

Dr. Frederick H. McKelvey, Executive Officer of the Board as of September 1, 1961; and Mr. Jack A. Alfeld, Assistant Director, Department of Finance, were also present.

Mrs. Madlener moved approval of the minutes of the meeting of April 17, 1961. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Absent	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Aye	Mr. Stone	Aye
		Mr. Wilkins	Aye

The motion was unanimously carried.

Mr. Stipes submitted Committee appointments as follows:

Finance: Mr. Stipes, Chairman; Mr. Dunbar, Mr. Hollingsworth, Mr. Puffer, Mr. Ronan

Buildings and Grounds: Mr. Dunbar, Chairman; Mr. Hollingsworth, Mr. Puffer, Mr. Ropp, Mr. Stone

Policy: Mr. Ropp, Chairman; Mr. McBride, Mr. Reed, Mr. Stone, Mr. Wilkins

Graduate and General Curriculum: Mr. Reed, Chairman; Mr. Wilkins, Mrs. Madlener
Mr. McBride

Mr. Puffer moved approval of committee appointments as recommended by Mr. Stipes. Mr. Ropp seconded the motion and it was unanimously carried.

Mr. Stipes appointed no Advisory Committees. Members agreed to hold this matter until the June meeting pending recommendation from the Policy Committee on the matter of abolishing Advisory Committees and establishing an Executive Committee.

REPORTS OF OFFICERS OF THE BOARD

Dr. Browne presented his Report No. 93 as Executive Officer of the Board, which consisted of five parts: Part I, Extension Courses; Part II, Bus Costs; Part III, A Note on Faculty Salaries; Part IV, Revenue Bond Projects; Part V, Legislation in the 72nd General Assembly.

There was full discussion of Part I, Extension Courses. Dr. Browne provided Board members with a map showing the places at which extension work was offered during the current academic year. Examination of this map disclosed that the extension work followed regional patterns around the four universities, with very little duplication by universities and none in course offerings.

Members discussed Part II, Bus Costs, noting the comparison in bus costs at Eastern where buses are rented and the other three universities where buses are owned. Mr. Puffer suggested that possibly this should be reviewed every year or two.

Dr. Browne recalled that Dr. Doudna had asked the Building Committee at its meeting on Sunday for authority to file an application for federal aid in constructing the Clinical Services Building at Eastern.

Mr. Stone moved that the President and Business Manager of Eastern Illinois University be and are hereby designated by the Teachers College Board to sign necessary documents in connection with the application for a grant from the Federal Government for construction of the Clinical Services Building at said University. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Absent	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved that the Central Office of the Teachers College Board be given permission to request the transfer of the amount of \$1,500.00 from Contingency to Contractual Services. Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Absent	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

REPORTS OF COMMITTEES - Building Committee

Northern Illinois University

Mr. Dunbar moved approval of an addition in the amount of \$3,959.30 to the contract of Servco Equipment Co., St. Louis, Missouri, plus architects fees, in the amount of \$178.17, total addition to project in the amount of \$4,137.47, for wall mounted, instead of floor mounted, steam kettles in the kitchen of the Residence Hall Group I, West Campus. (Alternates 5-H and 5-G.) Payable from Construction Funds, Series 60.) Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Absent	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved approval of a credit in the amount of \$171.00, to the contract of Fred Bond Plumbing Co., Chicago, Illinois, for omission of supplies that would have fed water to two planting beds. (Credit Series '60 Funds.) Mr. Stone seconded the motion and it was unanimously carried.

Mr. Dunbar moved approval of a change order substituting the Advisory Opinion of the Secretary, Department of Labor, Decision No. A.O. Y-19, 211, issued March 15, 1961, reflecting wage rates as of February 17, 1961, for the Advisory Opinion included in paragraph 3-A of the General Conditions, at no change in contract prices for the substitution. Mr. McBride seconded the motion and it was unanimously carried.

Mr. Dunbar moved acceptance of the bid in the amount of \$4,375.00, submitted by Paul Swedberg, Sycamore, Illinois, lowest responsible bidder, for remodeling dishwashing room, Gilbert Hall Kitchen, plus architects fees for Kenneth J. Thelen, DeKalb, in the amount of \$262.50, for a total project cost of \$4,637.50. (Payable from Series '50 Funds.) Mr. Wilkins seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Absent	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved acceptance of the bid in the amount of \$3,488.00, submitted by Sidney Harrison, Inc., Peoria, Illinois, lowest responsible bidder, for one Hobart Dishwasher with built-in scraper, less trade-in on old dishwasher, for Gilbert Hall Kitchen. (Payable from Series '50 Funds.) Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Absent	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved approval of rehabilitation projects as listed below, subject to the release of Rehabilitation Funds by Governor Kerner:

For the Auditorium:

Re-upholstering auditorium seats on first floor of main auditorium, and replacement of seats in balcony	\$ 5,500.00
Drapes for recently replaced windows in auditorium	2,000.00
Stage Curtain	2,000.00
Portable Bleachers for use of Music Department in Auditorium	3,200.00
Total for Auditorium Rehabilitation	12,700.00
Acoustical Tile on Ceilings of Placement Office	1,450.00
Acoustical Tile in Band Room of Fine Arts Building	700.00
Total estimated cost of rehabilitation projects	\$14,850.00

Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Absent	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved that the Board receive the proposed construction schedules for site improvements and summary of cost estimates, for Women's Physical Education Building; West Campus Development; Rehabilitation Projects, prepared at the request of this Board at the April meeting, but that no action be taken at this time. Mr. Stone seconded the motion and it was unanimously carried.

Mr. Dunbar moved that the Board accept the bid in the amount of \$11,106.64, submitted by Stahl Construction Co., Somonauk, Illinois, lowest responsible bidder, for base reconstruction, drainage and surfacing for Parking Lot A, East Campus; approve engineering and supervision fees in the amount of \$888.53; and contingency fund of \$599.76, for a total project cost of \$12,594.93. (Payable from Trust Fund Account No. 1088.) Mr. McBride seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Absent	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved that Brown, Manthei, Davis & Mullins, Champaign, Consulting Engineers, be authorized to take bids on addition to the Heating Plant, prior to the July Board meeting, specifying a sixty-day acceptance clause. Mr. Wilkins seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Absent	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Illinois State Normal University

Mr. Dunbar moved that President Bone be given permission to poll the Board members by telephone for approval of bids for the construction of a pond on the University Farm, should the bids be received more than ten days prior to the next Board meeting. Mr. Ropp seconded the motion and it was unanimously carried.

Mr. Dunbar moved that Mr. Richard F. Dunn, Legal Counsel, proceed on the land acquisition projects and that he purchase as much of the land needed as the money available will allow. Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Absent	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Eastern Illinois University

Mr. Dunbar moved to accept the bid in the amount of \$8,870.00, submitted by Metropolitan Stage Equipment, Omaha, Nebraska, for rehabilitation of the stage in Lantz Gymnasium, and to approve architects fees in the amount of \$709.60, for a total project cost of \$9,579.60. (Payable from Rehabilitation Funds subject to release by Governor Kerner.) Mr. McBride seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Absent	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved approval of a location for the Greenhouse adjacent to the proposed Life Science Building, north and east of the Library Building. Mr. Wilkins seconded the motion and it was unanimously carried.

Mr. Dunbar moved to accept the bid in the amount of \$3,058.00, submitted by Industrial Roofing Co., Mattoon, lowest responsible bidder, for roof and gutter repairs in Pemberton Hall and Lantz Gymnasium. (Subject to the release of Rehabilitation Funds by Governor Kerner.) Mr. Stone seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Absent	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved to accept the bid in the amount of \$2,958.00, submitted by Gates & Johnson, Decatur, lowest responsible bidder, for roof and gutter repairs in the Heating Plant. (Subject to the release of Rehabilitation Funds by Governor Kerner.) Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Absent	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved approval of the firm of Lundeen & Hilfinger, Bloomington, architects, to plan the Applied Arts Building, on a contingency basis, subject to funds being available for the project. Mr. Wilkins seconded the motion and it was unanimously carried.

Mr. Dunbar moved that approval be given to dispose of the farmhouse through the Surplus Property Division of the State of Illinois. Mr. McBride seconded the motion and it was unanimously carried.

Mr. Dunbar moved approval of the firm of Lundeen & Hilfinger, Architects, Bloomington, to draw plans and specifications for the Clinical Services Building, on a contingency basis, subject to funds being available for the project. Mr. Ropp seconded the motion and it was unanimously carried.

Western Illinois University

Mr. Dunbar moved approval of the final plans and specifications for the Women's Residence Hall as submitted by Lankton, Ziegele, Terry & Associates, Architects, Peoria, and to authorize the architects to advertise for bids to be received on Tuesday, June 20, at 2:30 P.M., at Macomb, Illinois. Mr. Wilkins seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Absent	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved approval of an addition in the amount of \$143.59, to the contract of Art-O-Lite, Galesburg, Illinois, for electrical work on the Library, as follows:

Furnish and install rigid conduit and connect, for a complete installation to service the steam absorption unit	\$ 87.69
Furnish and install four outlets in the new location of the Periodical Circulation Desk on the Second Floor	55.90

(Payable from funds appropriated for the Library.) Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Absent	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Stipes read the following Resolution:

WHEREAS, Mr. Alexander Summers, of Mattoon, has been a member of the Teachers College Board from February, 1953, until the expiration of his term in April, 1961, and

WHEREAS, during these years he has served faithfully as the representative of the Board on the governing board of the University Civil Service System for more than eight years, has served as Secretary of the Board from 1955 to 1960, as Vice-Chairman of the Board from April, 1960 to April, 1961, as a member of the Building Committee of the Board from 1953 to 1961, and as Chairman of that Committee from 1953 to 1960, as a member of the Policy Committee, a member of the Graduate Committee, and various special committees dealing with printing and public relations, and

WHEREAS, he has won the affection of Board members by his courteous hospitality, his constant friendliness, and his thoughtfulness,

NOW THEREFORE BE IT RESOLVED that his colleagues on the Teachers College Board extend to Mr. Alexander Summers their gratitude and appreciation for eight years of loyal service.

Mr. Dunbar moved approval of the Resolution as presented by Mr. Stipes. Mr. Ropp seconded the motion and it was unanimously carried.

Mr. Stipes read the following Resolution:

WHEREAS, Mr. Chauncey B. Watson, Sr., of DeKalb, has been a member of the Teachers College Board from February, 1953, until the expiration of his term in April, 1961, and

WHEREAS, during these years he has served faithfully as a member of the Building Committee of the Board from 1953-1961, as a member of the Finance Committee from 1960 to the present, as a member of the Policy Committee from 1959 to 1961, and

WHEREAS, no member of the Board has been more diligent than he in promoting the interests of the universities governed by the Teachers College Board and in making provisions for their growth in size and prestige, thereby winning for himself the respect of the members and the presidents,

NOW THEREFORE BE IT RESOLVED that the members of the Teachers College Board express to Mr. Chauncey B. Watson their best wishes and kindest regards as well as their gratitude for his long years of loyal service.

Mrs. Madlener moved adoption of the Resolution as presented by Mr. Stipes. Mr. Wilkins seconded the motion and it was unanimously carried.

Mr. Stipes read the following Resolution:

WHEREAS, Mr. Vernon Heath, of Robinson, became a member of the Teachers College Board in June, 1959, to complete the term of J. Arthur Houle, Jr., and

WHEREAS, he has continued to serve the Board during the past two years in an intelligent and faithful manner, bringing to the Board the benefit of his years of experience in promoting sound educational development, and

WHEREAS, his unfailing courtesy and sympathetic understanding of Board problems has earned him the respect of all the members of the Board family while his generous gifts of candy bars have gotten their gratitude,

NOW THEREFORE BE IT RESOLVED that the Teachers College Board extend to Mr. Vernon Heath this expression of respect and appreciation for his loyal and unselfish service.

Mr. Wilkins moved approval of the Resolution as presented by Mr. Stipes. Mr. Dunbar seconded the motion and it was unanimously carried.

POLICY COMMITTEE

Mr. Ropp, Chairman, moved that the Board establish the rank of Lecturer as an academic rank. Mr. Wilkins seconded the motion and it was unanimously carried.

Mr. Ropp moved that it be the policy of the Teachers College Board that fees charged for students attending a foreign university with joint registration at one of our institutions be fixed at the minimum fee permitted for part-time students. Mr. Stone seconded the motion and it was unanimously carried.

Mr. Ropp moved that it be the policy of the Teachers College Board that the fees paid to architects on revenue bond or auxiliary enterprise projects are to be no higher than the rates prescribed by statute for state construction. Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Absent	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunn made a report on the status of the various land acquisition projects on which he is working.

REPORTS OF PRESIDENTS - Northern Illinois University

President Holmes presented the report for Northern Illinois University.

Mrs. Madlener moved approval of the report for Northern Illinois University as presented by President Holmes. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Absent	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Illinois State Normal University

Dr. Bone presented the report for Illinois State Normal University.

Mr. Wilkins moved approval of the report for Illinois State Normal University as presented by President Bone. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Absent	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Eastern Illinois University

Dr. Doudna presented the report for Eastern Illinois University.

Mr. Wilkins moved approval of the report for Eastern Illinois University as presented by President Doudna. Mr. Stone seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Absent	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Western Illinois University

Dr. Knoblauch presented the report for Western Illinois University.

Mr. Dunbar moved approval of the report for Western Illinois University as presented by President Knoblauch. Mr. McBride seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Absent	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

At this time, Mr. Stipes called on Dr. Browne to give the talk which he had made to a selected group of faculty from the University of Illinois. Dr. Browne provided mimeographed copies of this speech and gave the portions of it he felt would be of interest to the Board. Mr. Stipes thanked Dr. Browne most heartily for his trouble.

There was general discussion of academic problems in the teaching field today.

Following this discussion, Dr. Browne was excused and Mr. Stipes read the following Resolution:

TO: RICHARD G. BROWNE

The Board of Trustees of the Teachers Colleges of Illinois desires to record and formally express to you on the occasion of your retirement, its appreciation of your many years of loyal and devoted service to the Teachers College Board and your inestimable contributions to education, and to teacher education in particular, in Illinois and the United States.

In giving you this token of its appreciation and esteem, the Teachers College Board extends to you its best wishes for many years of good health and happiness.

All Board members joined in moving and seconding the motion to adopt the Resolution presented by Mr. Stipes, and it was unanimously carried.

There was general discussion of the operation of the revenue bond projects at the various universities.

Mr. John Shields, fiscal advisor to the Board, recommended that funds on hand be used to call outstanding bonds in the Eastern Illinois University, Series 1950 Revenue Bond Issue, December 1, 1961.

Mr. Shields also recommended that the proposed additions to Pemberton Hall, Eastern Illinois University, be financed through the sale of revenue bonds to be retired serially over a period of fifteen years with the option to call at the end of five years.

There being nothing further to come before the Board at this time, Mr. Stipes declared the meeting adjourned until the next regularly scheduled meeting at Eastern Illinois University, Charleston, on June 19, 1961.

R. A. Stipes, Jr.
Chairman

Clarence R. Ropp
Secretary

Report of
EASTERN ILLINOIS UNIVERSITY

June 19, 1961

II. FACULTY

A. Summer School, 1961, Additions and Changes

1. Add Mary R. Culbert for 2 months (to July 15)
2. Add Leah Hartmann for 2 months (to August 15)
3. Add Robert L. Hills for $2\frac{1}{2}$ months
4. Add Frank Lanning for 1 month
5. Add Harold Marker for $2\frac{1}{2}$ months (2/3 time duty)
6. Add David McInroe for $2\frac{1}{2}$ months
7. Delete Roberta Poos
8. Delete Florence Prybylowski
9. Add Bert Simpson for 1 month (to July 15)
10. Add Virginia Smith for 1 month
11. Add Marilyn Stilgebauer for $2\frac{1}{2}$ months
12. Delete George L. Wasem
13. Add Robert Weiss for $2\frac{1}{2}$ months

The following new appointments have been made for summer school:

14. John W. LeDuc, M.A., University of Utah, as Visiting Instructor of Mathematics at a salary of \$800.00 per month for two and one-fourth months, beginning June 9, 1961. Mr. LeDuc teaches at Main Township High School.
15. Thomas D. Morgan, B.S., as Faculty Assistant and Residence Hall Counselor, at a salary of \$200 per month for eight weeks beginning June 11, 1961. He will take courses as a part-time student.
16. Charles Morrison, as Graduate Assistant in the Residence Halls, at a salary of \$120 per month for two and one-half months.
17. Frank W. Neuber, Ph.D., University of Oregon, as Associate Professor of Social Science, at a salary of \$840 per month for two and one-half months.
18. Paul D. Overton, Ed.D., Colorado State College of Education, as Visiting Assistant Professor of Education at a salary of \$800 per month for two and one-half months. Dr. Overton is Guidance Director of the Monmouth, Illinois, public schools.
19. Judith Pruemer, as Graduate Assistant in the Residence Halls, at a salary of \$120 per month for two and one-half months.
20. Eugene E. Rydahl, Ph.D., State University of Iowa, as Visiting Assistant Professor of Speech at a salary of \$760 per month for two and one-half months. Dr. Rydahl is on the staff of the Nebraska State Teachers College at Chadron.
21. Raymond Schneider, M.A., Northwestern University, as Assistant Professor of Speech at a salary of \$740 per month for two and one-half months.
22. Alma M. Smith, M.S. in Ed., Eastern Illinois State College, as Visiting Instructor and Supervisory Teacher of Music in the Laboratory School at a salary of \$520 per month for two and one-half months. Mrs. Smith teaches in the Sullivan, Illinois, public schools.
23. David L. Walter, M.S. in Ed., as Instructor and Residence Hall Counselor at a salary of \$250 per month for two and one-fourth months. Mr. Walter will be a part-time student, taking one course.

24. Troyt D. York, as Graduate Assistant in the Department of Geography at a salary of \$120 per month for two and one-half months.

B. Resignations

1. N. Gretchen Hieronymus, Instructor and Supervisory Teacher of Music in the Laboratory School, resigned effective at the close of the spring quarter, 1961.
2. Alvin A. Mason, Director of the University Union, resigned effective June 30, 1961.
3. Frank Lanning, Assistant Professor and Supervisory Teacher of the Fifth Grade, resigned effective July 31, 1961.
4. Hazel M. Batzer, Assistant Professor of English, resigned effective at the close of the spring quarter, 1961.
5. Helen Conway, Residence Hall Counselor, resigned effective June 15, 1961.
6. Bert L. Simpson, Residence Hall Counselor, resigned effective July 15, 1961.

C. Leaves of Absence

1. Virginia W. Hyett, Assistant Professor of Art, leave of absence without salary for the 1961-62 academic year in order to accompany her husband who has a government assignment in Pakistan.

D. Substitutes for 1961-62

1. Julius E. Bohn, A.B. Heidelberg College, 1920; M.A., Ohio State University, 1926; as Substitute Instructor and Supervisory Teacher of the Eighth Grade at a salary of \$900 per month for nine months beginning September 4, 1961, substituting for Paul Gurholt, on sabbatical leave. Mr. Bohn has had 42 years of teaching experience and retired this year from the Springfield, Illinois, schools.
2. Edmund B. Roney, B.A., University of California, 1951; M.A., University of California at Los Angeles, 1955; Ph.D. Stanford University, 1961; as Substitute Assistant Professor of Speech at a salary of \$840 per month for nine months beginning September 4, 1961, substituting for John Bielenberg, on leave. Mr. Roney has had several years of experience in professional theater work and has been a scene technician while at Stanford University.
3. Thomas F. Burke, B.A., St. Mary's College, 1960; M.A., Michigan State University, 1961; as Instructor and Residence Hall Counselor at a salary of \$500 per month for nine and three-fourths months beginning August 27, 1961, substituting for James Bealer, on leave. Mr. Burke has been a graduate advisor in a residence hall while at Michigan State University.
4. Marjorie Knoop, B.S., Millikin University, as Faculty Assistant and Teacher of Home Economics in the Laboratory School at a salary rate of \$560 per month for three-fourths time duty for nine months beginning September 4, 1961. Mrs. Knoop is filling the substitute position of Helen Haughton, on sabbatical leave.
5. Marie N. Tycer, A.B. Webster College, 1942; A.M., St. Louis University, 1944; Ph.D., Ohio State University, 1950; as Assistant Professor of English at a salary of \$880 per month for nine months beginning September 4, 1961, substituting for Robert Wharton, on sabbatical leave. Mrs. Tycer has had several years of teaching experience.

E. Replacements

1. Nancy Edes, B.S., 1951, M.Ed., University of Minnesota, 1953; as Instructor and Supervisory Teacher of Music in the Laboratory School at a salary of \$780 per month for nine months beginning September 4, 1961, replacing Jantina Noorman, resigned. Miss Edes taught this past year in the Campus School at the University of Hawaii.
2. Joseph E. Duncan, B.S., Oklahoma Baptist University, 1940; Ed.M., University of Oklahoma, 1953; as Instructor and Supervisory Teacher of the Ninth Grade at a salary of \$820 per month for nine months beginning September 4, 1961, replacing Edna Kniskern and Jeanne Buck who have filled the position temporarily this past year. Mr. Duncan taught at the junior high school in Norman, Oklahoma, this past year.
3. Richard Oglesby, B.S., 1953; M.A., Northwestern University, 1957; Graduate study, 1957-60; as Assistant Professor of Social Science at a salary of \$780 per month for nine months beginning September 4, 1961, replacing Charles Coleman, on disability leave. Mr. Oglesby has had four years of college teaching experience.
4. Raymond J. Schneider, A.B., 1946; M.A., Loyola University, 1951; Graduate Study, University of Michigan, 1956-60; as Assistant Professor of Speech at a salary of \$740 per month for nine months beginning September 4, 1961, replacing Steven M. Buck, resigned. Mr. Schneider has been a graduate assistant while at the University of Michigan.
5. Hannah Eads, B.S. in Ed., 1954; M.S. in Ed., Eastern Illinois State College, 1957; as Instructor and Supervisory Teacher of Art in the Laboratory School at a salary of \$700 per month for nine months beginning September 4, 1961, replacing Barbara Fife, resigned. Mrs. Eads has been art supervisor in the Charleston, Illinois, public schools for the past six years.
6. Lee M. Gaines, B.S., 1956; M.Ed., University of Illinois, 1951; as Instructor of Physical Education for Women at a salary of \$800 per month for nine months beginning September 4, 1961, replacing Gertrude Myers, not re-appointed. Miss Gaines has been teaching at the Oak Park and River Forest High School this past year.
7. Charles M. Gaul, A.B., 1956; A.M., Colorado State College, 1960; as Director of the University Union at a salary of \$640 per month for twelve months beginning July 1, 1961, replacing Alvin A. Mason, resigned. Mr. Gaul taught at Palmer High School in Colorado Springs, Colorado, the past two years.
8. Frank W. Neuber, B.A., Beloit College, 1949; M.A., University of Illinois, 1950; Ph.D., University of Oregon, 1958; as Associate Professor of Social Science at a salary of \$840 per month for nine months beginning September 4, 1961, replacing Joseph T. Law who had a temporary appointment.
9. Bernard S. Mikofsky, B.A., Wayne University, 1940; M.A., University of Michigan, 1941; Graduate study, Columbia University, 1949-52; as Assistant Professor of Foreign Language at a salary of \$940 per month for nine months beginning September 4, 1961, replacing Ralph Perry, resigned. Mr. Mikofsky has had several years of college teaching experience and has recently been employed as a translator with the Bethlehem Steel Company.
10. Daniel P. Garcia, B.A., Blackburn College, 1953; M.A., New York State College for Teachers at Albany, 1954; Ph.D., University of Oregon, expected 1961; as Assistant Professor of English at a salary of \$740 per month for nine months beginning September 4, 1961, replacing Hazel M. Batzer, resigned.

F. New Positions

1. Roy A. Meyerholtz, B.S. in Ed., Oakland City College, 1958; M.A., University of Illinois, 1961; as Instructor of Mathematics at a salary of \$780 per month for nine months beginning September 4, 1961. Mr. Meyerholtz has had three years of public school teaching experience in Indiana. (Position approved for increased enrollment; May 15, 1961, report.)
2. Richard C. Tussing, B.S.C., 1958; M.A., State University of Iowa, 1960; as Instructor of Social Science at a salary of \$660 per month for nine months beginning September 4, 1961. Mr. Tussing served as a substitute instructor on our staff this past year. (Position approved for increased enrollment; May 15, 1961, report.)
3. Jervis Wacasey, B.S., 1954; M.S., Texas Technological College, 1955; Ph.D., Michigan State University, expected 1961; as Instructor of Zoology at a salary of \$760 per month for nine months beginning September 4, 1961. Mr. Wacasey has been a graduate assistant in zoology at Michigan State University for the past four years. (Position approved for increased enrollment; May 15, 1961, report.)
4. Ross C. Lyman, B.S., University of Illinois, 1937; as Director of Financial Aids at a salary of \$700 per month for twelve months beginning July 1, 1961. Mr. Lyman has been secretary-treasurer of a general contracting firm in Champaign, Illinois, for the past nine years. (Position approved April 17, 1961.)
5. Wayne Williams, B.S., Millikin University, 1950; as Faculty Assistant and Internal Auditor at a salary of \$600 per month for twelve months beginning July 1, 1961. Mr. Williams has been employed by the State of Illinois Department of Finance. (Position approved April 25, 1960.)

G. Tenure

The following person is recommended for tenure as of July 1, 1961:

1. M. Marise Davies, M.A. 1, Assistant Professor of Physical Education for Women.

H. Changes of Assignments and Titles

1. Hobart F. Heller, Dean of the Faculty, to Vice-President for Instruction.
2. William H. Zeigel, Associate Dean, Teacher Education and Placement, to Dean, Student Academic Services.
3. Lawrence A. Ringenberg, Head of the Department of Mathematics, to Dean of College of Letters and Science and Head of the Department of Mathematics, with change to twelve-month contract.
4. Lavern M. Hamand, Assistant to the Dean of the Faculty, to Dean of Graduate School and Associate Dean, Student Academic Services.
5. Harry J. Merigis, Director of the Laboratory School, to Director of School of Elementary and Junior High School Teaching.
6. Martin Schaefer, Director of Extension, to Assistant Director of Curriculum and Academic Advisement and Director of Extension.
7. Donald Gill, Assistant Director of the Laboratory School, to Principal of Laboratory Schools.
8. James F. Knott, Assistant, Teacher Education and Placement, to Director of Placement, with change to twelve-month contract.

I. Addition to Substitute Instructor List

1. Shirley Scribner, B.S.

J. Faculty Request to Take University Course

1. Howard Unterbrink, Assistant Director of the University Union, requests permission to take one course during the fall quarter, 1961.
2. John Walstrom, Assistant in the Records Office, requests permission to take one course during the summer quarter, 1961.

K. Graduate Assistants, 1961-62

The following persons are recommended for employment for nine months of the academic year at a salary of \$120 per month:

<u>Name</u>	<u>Department</u>
Joseph Daughhetee	Business
Charles C. Nickum	Industrial Arts
G. A. McArthur	Laboratory School
Alan Adamson	Laboratory School
Donald Rasmussen	Physical Education for Men
(replacing Gerald Casey who did not accept appointment)	
Betty McVaigh	Physical Education for Women
Jerry Zachary	Reading Clinic
Esther H. Baker	Student Publications
Dareld S. Swisher	Testing Services

III. OTHER EMPLOYEES

A. Termination of Temporary Employment

1. Paul McQueen, Temporary Stores Clerk, as of June 26, 1961.

B. Leaves of Absence

1. Earl Mullen, Men's Locker Room Attendant, disability leave as of July 16, 1961.

C. Summer Lay Offs

1. Helen Arnold, Cook's Helper, from June 14 through August 31.
2. Mary Kearns, Cook's Helper, from June 12 through August 29.
3. Juanita Landrus, Cook's Helper, from June 11 through September 4.
4. Winifred Matteson, Cook's Helper, from June 9 through September 6.
5. Billie Scott, Cook's Helper, from June 1 through September 7.
6. Gertrude Sims, Cook's Helper, from June 11 through August 24.
7. Rosemary Wagle, Cook's Helper, from June 14 through August 31.
8. Minnie Wheeler, Cook, from June 14, through August 31.
9. Leota Wilson, Maid, from June 1 through August 1.

D. Changes in Classification and/or Salary

1. Karen Farmer, Clerk Typist I in the Records Office, to Clerk Typist II at a salary of \$260 per month effective May 15, 1961.
2. Marion Zane, Purchasing Assistant I in the Business Office, to Accountant I, as of July 1, 1961, at a salary of \$430 per month.
3. Gerrold Ewing, Plumber, increase in prevailing rate to \$3.80 per hour.

E. Replacements

1. William M. Cougill, Janitor, transferred to position vacated by Earl

Mullen, Men's Locker Room Attendant, on disability leave, effective June 5, 1961. Position reclassified to Janitor.

2. Clem Padgett, Janitor in the University Union, transferred to position vacated by William Cougill, transferred, as of June 5, 1961.
3. Kenneth Wilson, Janitor, transferred to University Union, to position vacated by Clem Padgett, transferred.

F. New Positions

1. John Pauley, Supervisor of Security and Traffic, at a salary of \$460 per month effective June 1, 1961. (Position approved January 16, 1961.)
2. The librarian finds difficulty locating enough competent student help during the summer quarter. We should like authority to appoint three persons as temporary civil service staff members with a classification of Library Clerk I to replace the student help that usually does certain work in the library during the fall, winter and spring quarters. The following persons are recommended for employment:
 - a. Ruth Dallas, Temporary Library Clerk I, at a salary of \$175 per month effective June 1, 1961.
 - b. Margy Kerans, Temporary Library Clerk I, at a salary of \$180 per month effective June 1, 1961.
 - c. Anne Reeds, Temporary Library Clerk I, at a salary of \$180 per month effective June 1, 1961.

G. Returned from Leave of Absence

1. Mary Swinford, Cook's Helper, returned from disability leave as of June 1, 1961.

H. Change in Name

1. Rozita Hettinger, Clerk Typist I in the Business Office, to Rozita Wade.

IV. ORGANIZATION

A. Division of Social Studies

Permission is requested to create a Division of Social Studies comprising departments of history, geography and social science (political science, economics, sociology). We have had a department of geography and one of social science, the latter including history. This change was covered in general in a footnote to my administrative chart presented last month. It has the approval of the staff members of the departments concerned and has met with no opposition after being discussed with the faculty.

Permission is requested to name Dr. Glenn Seymour as Chairman of the Division of Social Studies; Dr. Rex Syndergaard as Head of the Department of History; and Dr. Raymond Plath as Head of the Department of Social Science. These are two-year appointments, subject to renewal. The head of the geography department will continue to be Dr. Dalias Price.

IX. PURCHASES

A. Annual Supply of Fuel Oil

1. Bids have been received as follows on 90,000 gallons, more or less, of #5 fuel oil and 10,000 gallons, more or less, of #2 fuel oil for Lincoln-Douglas Halls:

Name of CompanyCost Per Gallon

#5 #2

a. Centralia Petroleum Co., Centralia, Illinois	.0839	No Bid
b. Centrill Monarca Oil Co., Mattoon, Illinois	.0910	.118
c. Illinois Farm Supply, Bloomington, Illinois	.0810	No Bid
d. Lee Kintner & Sons, Oblong, Illinois	.080982	No Bid
e. Ohio Oil Co., Robinson, Illinois	No Bid	.123
f. Sinclair Refining Co., Charleston, Illinois	.0918	.115
g. R. G. Stewart Oil Co., Champaign, Illinois	.081	No Bid

We recommend that the purchases be made as needed from Lee Kintner & Sons, of Oblong, Illinois, the lowest responsible bidder for the #5 fuel oil, and from Sinclair Refining Co., of Charleston, Illinois, the lowest responsible bidder for the #2 fuel oil, with payment to be made from Operation and Maintenance account of Bond Revenue, Series 1950.

2. Bids have been received as follows on 5,000 gallons, more or less, of #2 fuel oil and 2,500 gallons, more or less, of #1 fuel oil for the home management houses and the field house:

<u>Name of Company</u>	<u>Cost Per Gallon</u>	
	<u>#1</u>	<u>#2</u>
a. Centrill Monarca Oil Co., Mattoon, Illinois	.131	.118
b. Ohio Oil Co., Robinson, Illinois	.133	.123
c. Sinclair Refining Co., Charleston, Illinois	.125	.115

We recommend that purchase be made as needed from the Sinclair Refining Co., of Charleston, Illinois, the lowest responsible bidder, for the #1 and #2 fuel oil, with payment to be made from Commodities, General Revenue.

3. Bids have been received as follows on 4,000 gallons, more or less, of #1 fuel oil for the Housing Project:

<u>Name of Company</u>	<u>Cost Per Gallon</u>	
	<u>#1</u>	<u>#2</u>
a. Centrill Monarca Oil Co., Mattoon, Illinois	.131	
b. Ohio Oil Co., Robinson, Illinois	.133	
c. Sinclair Refining Co., Charleston, Illinois	.125	

We recommend purchase be made as needed from the Sinclair Refining Co., of Charleston, Illinois, the lowest responsible bidder, with payment to be made from Auxiliary Enterprise funds.

4. Bids have been received as follows on 20,000 gallons, more or less, of #2 fuel oil for the University Apartments:

<u>Name of Company</u>	<u>Cost Per Gallon</u>	
	<u>#1</u>	<u>#2</u>
a. Centrill Monarca Oil Co., Mattoon, Illinois	.118	
b. Ohio Oil Co., Robinson, Illinois	.123	
c. Sinclair Refining Co., Charleston, Illinois	.115	

We recommend that purchase be made as needed from the Sinclair Refining Company, of Charleston, Illinois, the lowest responsible bidder, with payment to be made from the Operation and Maintenance account, Bond Revenue Series 1957.

B. Annual Supply of Regular Gasoline

Bids have been received as follows on 15,000 gallons, more or less, of regular gasoline for university vehicles:

<u>Name of Company</u>	<u>Cost Per Gallon</u>
a. Ohio Oil Co., Charleston, Illinois	.1915
b. Phillips 66 Bulk Plant, Charleston, Illinois	.198
c. Sinclair Refining Co., Charleston, Illinois	.188

We recommend that purchase be made as needed from the Sinclair Refining Co., of Charleston, Illinois, the lowest responsible bidder, with payment to be made from Commodities, General Revenue.

C. Annual Supply of Coal

Bids have been received as follows on 6,000 tons, more or less, of coal for the heating plant:

<u>Name of Company</u>	<u>Cost Per Ton</u>
a. Bell & Zoller Coal Co., Chicago, Illinois	\$6.95

Bids were solicited from the following companies, but they did not return a bid:

Old Ben Coal Co., Chicago, Illinois
 Paschall-Cole Co., Jacksonville, Illinois
 Frontenac Coal Corp., Danville, Illinois
 Mr. William Guthrie, Jacksonville, Illinois
 Peabody Coal Co., St. Louis, Missouri
 Chicago, Wilmington & Franklin Coal Co., Chicago, Illinois
 (returned unclaimed)

The location of the Murdock mine is thirty miles from Charleston with truck delivery to our heating plant, which puts the Bell & Zoller Company in a strategic position in bidding on coal requirements. For this reason, coupled with the fact that the use of this coal over the past ten years has been extremely satisfactory, we recommend the purchase of coal, as needed, from the Bell & Zoller Coal Co., of Chicago, Illinois, with payment to be made from Commodities, General Revenue.

X. MISCELLANEOUS

A. University Union Fund Drive

The following is a detailed report on the University Union Fund Drive as of May 31, 1961:

	<u>Pledged</u>	<u>Paid</u>
Faculty pledges (146)	\$14,513.00	\$12,730.66
Alumni pledges (266)	8,734.00	8,888.00*
Charleston Community pledges (133)	17,734.00	17,551.32
Panther's Lair		515.00
Burnside Memorial	30,000.00	30,000.00
Linder Memorial	30,000.00	20,000.00
Totals	\$100,981.00	\$ 89,684.98
Less Expenses	3,729.39	3,729.39
Net Pledges	97,251.61	85,955.59
Less Paid to Eastern Illinois University		75,955.59
Cash on Hand		\$ 10,000.00
Due in 1962: Mr. Linder	\$ 10,000.00	
Outstanding and Past Due:		
Faculty	1,474.00	
Charleston Community	968.00	

*Includes some gifts from corporations who matched gifts by employees.

Each person who made a pledge filled out a pledge card. This indicated how he wanted to make his payments. This spring we sent to each who had pledged but had not paid up in full a letter with blanks at the bottom similar to those on the original pledge card. Among other things, this showed the total pledge, the amount paid, and the balance. It should be noted that some of the unpaid faculty pledges were made by faculty members who have since left the staff. It seems probable that these can be written off.

B. Transfer from Contingencies

We request permission to transfer \$5,000 from Contingencies to Contractual Services. The available balance as of June 17 is \$85,188, taking into consideration that we will not earn \$10,000 of our contingency and that we expect to lapse \$63,905.

Quincy Doudna
President

REPORT OF
ILLINOIS STATE NORMAL UNIVERSITY

June 19, 1961

II. FACULTY

A. Additions to Summer Session Faculty, 1961

Name	Department	Salary		
		June	July	August
Bender, Donald	Social Sciences	\$555.00	\$740.00	\$185.00
Boeckmann, Herman	Mathematics	525.00	700.00	175.00
*Breningmeyer, Everette	Education	525.00	700.00	175.00
Cashen, Val Jean	Education and Psych.	645.00	860.00	215.00
Coffman, Leland	Metcalf	495.00	660.00	165.00
*DeMars, Joseph	Education	562.50	750.00	187.50
Eggers, Sharon	Metcalf	265.00	----	----
Fillerman, Morton	Metcalf	106.00	----	----
Heissler, John	English	630.00	840.00	210.00
Kinsey, Margaret	Home Economics	480.00	640.00	160.00
Madore, Normand	Education and Psych.	----	----	860.00
Norfleet, Georgia	Metcalf	495.00	660.00	165.00
*Stennes, Gordon	Education	562.50	750.00	187.50
Truex, Wayne O.	Health and P.E.	148.00	----	----
Williams, Robert	Education and Psych.	648.00	860.00	215.00
Peterson, Bonnita	Music	450.00	600.00	150.00
Sill, Tom	English	300.00	400.00	100.00

* Reimbursed from Guidance Institute funds.

B. Resignations

1. Mr. Donald C. Norwood, Instructor in Mathematics, effective August 11, 1961.
2. Dr. Dirk Jellema, Associate Professor of History, effective June 9, 1961, in order to accept another position.

C. Appointments

1. Continuation of Present Faculty Members Who Have Been on a Temporary Appointment
 - a. Mrs. Jill Bohlander as Instructor in English, effective September 1961, at a salary rate of \$600.00 per month, \$5400.00 for the school year of nine months, to take the place of Miss Vermell Wise, on leave. This is a one-year appointment only.
 - b. Mrs. Elsie Bryan, as Faculty Assistant in Home Economics, effective September 1961, at a salary rate of \$640.00 per month, \$5760.00 for the school year of nine months. This is a one-year appointment only.

2. Replacements

- a. Dr. Hisao P. Arai, as Associate Professor of Parasitology, effective September 1961, at a salary rate of \$940.00 per month, \$8460.00 for the school year of nine months, to take the place of Dr. Evan K. Oyakawa, resigned. Dr. Arai has bachelor's and doctor's degrees from the University of California at Los Angeles, and for the 1960-1961 school year has held a U. S. Public Health Fellowship at the University of British Columbia, Vancouver, Canada.

- b. Mr. A. Matthew Bazik, as Instructor in Mathematics, effective September 1961, at a salary rate of \$640.00 per month, \$5760.00 for the school year of nine months, to take the place of a substitute. Mr. Bazik has his bachelor's degree from Illinois State Normal University, and will receive his master's at this same institution in August 1961. For the past year, he has been a graduate assistant in the Mathematics Department here. This is a one-year appointment only, and is contingent upon his receiving his master's degree in August.
- c. Miss Katherine A. Carsey, as Faculty Assistant in Health and Physical Education, effective September 1961, at a salary rate of \$560.00 per month, \$5040.00 for the school year of nine months, to take the place of Miss Betty Keough, on leave. Miss Carsey has a bachelor's degree from the University of Omaha. This is a one-year appointment only.
- d. Mr. Thomas P. Dilkes, Jr., as Assistant Professor of History, effective September 1961, at a salary rate of \$800.00 per month, \$7200.00 for the school year of nine months, to take the place of a substitute. Mr. Dilkes has bachelor's and master's degrees from New York University, and has completed the requirements for the Ph.D. at the State University of Iowa, with the exception of the dissertation. For the past three years he has been on the faculty of the University of the South at Sewanee, Tennessee.
- e. Mr. John Ferrell, as Assistant Professor of Music, effective September 1961, at a salary rate of \$840.00 per month, \$7560.00 for the school year of nine months, to take the place of Mr. David Albaugh, resigned. Mr. Ferrell has a bachelor's degree from Iowa Wesleyan College and a master's from the State University of Iowa. For the past two years he has been working toward his doctorate at the State University of Iowa.
- f. Mr. Constantine J. Gianakaris, as Assistant Professor of English, effective September 1961, at a salary rate of \$820.00 per month, \$7380.00 for the school year of nine months, to take the place of Miss Margaret Schlaeger, resigned. Mr. Gianakaris has bachelor's and master's degrees from the University of Michigan, and for the past three years has been doing graduate work at the University of Wisconsin while working as a half-time graduate assistant.
- g. Miss Marilyn Kay Lewis, as Faculty Assistant in Health and Physical Education, effective September 1961, at a salary rate of \$580.00 per month, \$5220.00 for the school year of nine months, to take the place of Miss Helen Riley, resigned. Miss Lewis expects to receive her bachelor's degree from Texas Women's University in the summer of 1961. This is a one-year appointment only, and is contingent upon her receiving her bachelor's degree during the summer.
- h. Mr. Anthony E. Liberta, as Assistant Professor of Mycology, effective September 1961, at a salary rate of \$840.00 per month, \$7560.00 for the school year of nine months, to take the place of Mr. Robert Schmidt, resigned. Mr. Liberta has his bachelor's degree from Knox College, his master's from the University of Illinois, and expects to receive his Ph.D. from the University of Illinois in June 1961. During the past year, while continuing graduate work at the University of Illinois, he has been a technical assistant for the Illinois State Natural History Survey.
- i. Dr. Henry R. Manahan, as Associate Professor of Latin, effective September 1961, at a salary rate of \$1000.00 per month, \$9000.00 for the school year of nine months, to take the place of Dr. Regina Connell, retired. Dr. Manahan has bachelor's, master's, and

doctor's degrees from Northwestern University. For the past five years he has been on the faculty of New Trier High School in Winnetka.

- j. Mr. Robert L. Metcalf, as Instructor in Health and Physical Education and Director of University High School Athletics, effective September 1961, at a salary rate of \$880.00 per month, \$7920.00 for the school year of nine months, to take the place of Dr. Burton L. O'Connor, transferred to another position. Mr. Metcalf has a bachelor's degree from Valparaiso University and a master's from the University of Illinois. For the past seven years he has been basketball coach at Glenbard West High School at Glen Ellyn, Illinois.
- k. Mr. Joe B. Mitchell, as Assistant Professor of Library Science and Assistant Librarian, effective September 1961, at a salary rate of \$700.00 per month, \$6300.00 for the school year of nine months, to take the place of Mrs. Thelma C. Bird, resigned. Mr. Mitchell has a bachelor's degree from Jacksonville State University at Jacksonville, Alabama, and a master's from the University of Alabama. For the past year he has been doing work toward a doctorate at George Peabody College for Teachers.
- l. Miss Beverly Ann Nichols, as Instructor in Health and Physical Education, effective September 1961, at a salary rate of \$640.00 per month, \$5760.00 for the school year of nine months, to take the place of a substitute. Miss Nichols has a bachelor's degree from Ohio State University and plans to receive a master's degree from MacMurray College this summer. For the past year she has served as a teaching fellow at MacMurray College while working toward her master's degree. This appointment is contingent upon her receiving her master's degree during the summer.
- m. Mr. Peter A. Parmantie, as Instructor in English, effective September 1961, at a salary rate of \$760.00 per month, \$6840.00 for the school year of nine months, to take the place of a substitute. Mr. Parmantie has bachelor's and master's degrees from Illinois State Normal University, and for the past three years has been on the faculty of the Senior High School at Geneseo, Illinois.
- n. Dr. Robert E. Ravicz, as Associate Professor of Anthropology, effective September 1961, at a salary rate of \$900.00 per month, \$8100.00 for the school year of nine months, to take the place of Dr. David W. Amès, resigned. Dr. Ravicz has a bachelor's degree from Texas University, and master's and doctor's degrees from Harvard University. For the past year he has had a one-year appointment at the University of Texas.
- o. Dr. Hans-Dieter Renning, as Assistant Professor of Economics, effective September 1961, at a salary rate of \$780.00 per month, \$7020.00 for the school year of nine months, to take the place of Mr. Bernard McCarney, on leave. Dr. Renning has bachelor's and doctor's degrees from the University of Freiburg/Breisgau. From February 1960 to November 1960, he was Assistant in the Institute for Agricultural Economics at the University of Freiburg/Breisgau, and since March 1961 he has been working in the Linguistics Department at Indiana University. This is a one-year appointment only.
- p. Miss Jean Richardson, as Instructor in Health and Physical Education, effective September 1961, at a salary rate of \$760.00 per month, \$6840.00 for the school year of nine months, to take the place of a substitute. Miss Richardson has bachelor's and master's degrees from Texas Woman's University, and for the past three years has been on the faculty of Odessa College, Odessa, Texas.

- q. Mr. Lawrence G. Rickert, as Assistant Professor of Music, effective September 1961, at a salary rate of \$780.00 per month, \$7020.00 for the school year of nine months, to take the place of Mr. James Roderick, on leave. Mr. Rickert has a bachelor's degree from Northwestern University and a master's from the American Conservatory in Chicago. For the past six years he has been on the faculty of Murray State College, Murray, Kentucky. This is a one-year appointment only.
- r. Dr. Harry E. Stiver, Jr., as Associate Professor of Speech, effective September 1961, at a salary rate of \$900.00 per month, \$8100.00 for the school year of nine months, to take the place of Mr. Alan Stambusky, who was on a one-year appointment. Dr. Stiver has a bachelor's degree from Hastings College, Hastings, Nebraska, a master's from the University of Nebraska, and a doctor's from the University of Illinois. For the past year he has been on the faculty of Western Washington College of Education in Bellingham, Washington.
- s. Dr. Stanley G. Wold, as Associate Professor of Art, effective September 1961, at a salary rate of \$920.00 per month, \$8280.00 for the school year of nine months, to take the place of Mr. Roy Sample, resigned. Dr. Wold has bachelor's, master's, and doctor's degrees from the University of Minnesota, and for the past seven years has been on the faculty of the University of Minnesota.
- t. The following students are recommended for approval as faculty assistants to carry out the program and serve in places used in past years at a salary rate of \$120.00 per month, \$1080.00 for the 1961-1962 school year.
 - (1) Dale Biagi, B.S. in Ed., ISNU, Geography
 - (2) Richard J. Dobbs, Jr., B.S. in Ed., ISNU, Education and Psychology
 - (3) Robert W. Earles, B.S. in Ed., ISNU, Audio Visual Education
 - (4) Gary Eugene Eertmoed, B.S. in Ed., ISNU, Biological Sciences
 - (5) Helen Arlene Hoblit, B.S. in Ed., ISNU, Music
 - (6) Eugene F. Horcher, B.S. in Ed., ISNU, Social Sciences
 - (7) Rodney Horner, B.S., Bradley University, Biological Sciences
 - (8) Ronald D. Isom, B.S. in Ed., ISNU, Art
 - (9) Mrs. Janice Munger, B.S., New York State College of Education, Education and Psychology
 - (10) Joseph Paul Prombo, B.S. in Ed., ISNU, Social Sciences
 - (11) Milton B. Redman, B.S. in Ed., ISNU, Social Sciences
 - (12) Alfred Robertson, B.S. in Ed., ISNU, Geography
 - (13) John F. Rooney, B.S. in Ed., ISNU, Geography
 - (14) George Edward Ruwe, B.S. in Ed., ISNU, Education and Psychology
 - (15) James Francis Sheahan, B.S. in Ed., ISNU, Health and Physical Education (Men)
 - (16) Marcia Sue Skinner, B.S. in Ed., ISNU, Art
 - (17) Edward Spry, B.S., Illinois Wesleyan University, Music
 - (18) Albert J. VanThournout, B.S. in Ed., ISNU, Social Sciences
 - (19) Walter Waggoner, B.S. in Ed., ISNU, Social Sciences
- u. The following student is recommended for approval as a faculty assistant counselor to carry out the program and serve in a place used in the past year at a salary rate of \$120.00 per month, \$1080.00 for the 1961-1962 school year.

- (1) Judith Ann Veech, B.S. in Ed., ISNU, Residence Hall

New Positions (Previously authorized by the Teachers College Board)

- a. Mr. Robert A. Elson, as Assistant Professor of Music, effective

September 1961, at a salary rate of \$800.00 per month, \$7200.00 for the school year of nine months. Mr. Elson has bachelor's and master's degrees from the University of Michigan, and for the past three years has been on the faculty of Illinois Wesleyan University.

- b. Dr. James Harkness, as Assistant Professor of Sociology, effective September 1961, at a salary rate of \$800.00 per month, \$7200.00 for the school year of nine months. Dr. Harkness has bachelor's, master's, and doctor's degrees from Michigan State University. For the past six years he has been on the staff of Michigan State University while working toward his doctorate.
- c. Dr. J. Alan Holman, as Associate Professor of Vertebrate Zoology and Herpetology, effective September 1961, at a salary rate of \$940.00 per month, \$8460.00 for the school year of nine months. Dr. Holman has a bachelor's degree from Franklin College, and master's and doctor's degrees from the University of Florida. For the past year he has been on the faculty of Howard College, Birmingham, Alabama.
- d. Mr. William H. Hunt, as Instructor in Political Science, effective September 1961, at a salary rate of \$720.00 per month, \$6480.00 for the school year of nine months. Mr. Hunt has a bachelor's degree from Hanover College, Hanover, Indiana. He did not take a master's degree, but has completed work for his Ph.D. at Vanderbilt University with the exception of his dissertation. For the past year he has been at Vanderbilt doing work toward his doctorate. This is a one-year appointment only.
- e. Mr. Thaddeus C. Ichniowski, as Assistant Professor of Chemistry, effective September 1961, at a salary rate of \$860.00 per month, \$7740.00 for the school year of nine months. Mr. Ichniowski has a bachelor's degree from Washington College, Chestertown, Maryland, and a master's from Purdue University. For the past four years, he has been a graduate assistant at Purdue, while working on his doctorate.
- f. Mr. Robert W. Koehler, as Instructor in Health and Physical Education, effective September 1961, at a salary rate of \$760.00 per month, \$6840.00 for the school year of nine months. Mr. Koehler has a bachelor's degree from Wartburg College, Waverly, Iowa, and a master's from Colorado State College, Greeley, Colorado. For the past four years he has been on the faculty of West High School in Rockford.
- g. Dr. Brigitta J. Kuhn, as Associate Professor of French, effective September 1961, at a salary rate of \$900.00 per month, \$8100.00 for the school year of nine months. Dr. Kuhn has a master's degree from Eastern Illinois University, a master's from Universite Laval, Quebec, Canada, and a doctor's from l'Universite de Paris, France. For the past six years she has been on the faculty of the University of Wichita, Wichita, Kansas.
- h. Mr. Robert O. Lupella, as Assistant Professor of Speech, effective September 1961, at a salary rate of \$800.00 per month, \$7200.00 for the school year of nine months. Mr. Lupella has bachelor's and master's degrees from Southern Illinois University, and for the past two years has been Speech Correctionist in the Evanston Public Schools.
- i. Mr. Normand W. Madore, as Assistant Professor of Education and Coordinator of Off-Campus Student Teaching, effective September 1961, at a salary rate of \$860.00 per month, \$7740.00 for the school year of nine months. Mr. Madore has a bachelor's degree from Plymouth

State Teachers College in Plymouth, New Hampshire, a master's from Indiana University, and expects to receive his doctor's from Wayne State University by September 1961. For the past two years he has been on the faculty of Wayne State University.

- j. Mr. Milan Milkovic, as Instructor and Assistant Librarian, effective September 1961, at a salary rate of \$600.00 per month, \$5400.00 for the school year of nine months. Mr. Milkovic has a bachelor's degree from the University of Salzburg-Austria and a master's from Western Reserve University. For the past two years, he has been a Library Assistant at Case Institute, Cleveland, Ohio. This is a one-year appointment only.
- k. Mr. William M. Mitchell, as Instructor in Business Education, effective September 1961, at a salary rate of \$760.00 per month, \$6840.00 for the school year of nine months. Mr. Mitchell has bachelor's and master's degrees from Western Illinois University, and for the past two years has been on the staff of Prospect High School, Mt. Prospect, Illinois.
- l. Mr. Wolfgang Pfabel, Jr., as Assistant Professor of German, effective September 1961, at a salary rate of \$840.00 per month, \$7560.00 for the school year of nine months. Mr. Pfabel has a master's degree from Western Reserve University. For the past five years he has been on the faculty of the Detroit Institute of Technology.
- m. Dr. Jose A. Rodriguez, as Associate Professor of Spanish, effective September 1961, at a salary rate of \$940.00 per month, \$8460.00 for the school year of nine months. Dr. Rodriguez has a bachelor's degree from Instituto de la Habana and a doctor's degree from Universidad de la Habana. For the past six years he has been co-editor of the Spanish edition of the Encyclopaedia Britannica.
- n. Mr. Rudolph Johnson, Faculty Assistant in the Library, effective from July 1, 1961 to December 31, 1961, at a salary rate of \$600.00 per month, \$3600.00 for the six months for which the appointment is made. Mr. Johnson has a master's degree from the University of Illinois, where for the past year he has been working on his degree. This is a temporary appointment.

III. OTHER EMPLOYEES

A. Resignations

- 1. Mrs. Ethel A. Hayden, Clerk Typist II in the Health Service, effective May 31, 1961, in order to be at home with her family.
- 2. Mrs. Elsie F. Mendenhall, Clerk Stenographer III in the Department of Health and Physical Education for Men, effective June 9, 1961, in order to accept another position.
- 3. Mrs. Elizabeth Anne Murphy, Clerk Typist II in the Alumni Office, effective June 10, 1961, for health reasons.
- 4. Mrs. Mary Ann Z. Traesch, Clerk Stenographer I in the Metcalf School, effective May 19, 1961, for personal reasons.

B. Disability Leave

- 1. Mrs. Ruth Clem, Chief Library Clerk, from May 19, 1961, to November 30, 1961.

C. Change in Salary Rate

1. Mrs. Elsie D. Pohlmann, Health Service Nurse, from a salary rate of \$258.75 per month on a seventy-five percent basis, to \$270.00, effective April 1, 1961, due to satisfactory completion of probationary period.

D. Request for New Positions

1. Approval is requested for a new full-time Clerk Typist position and a half-time Clerk Typist position for the Department of Education and Psychology.

Both requests are in accordance with the terms and conditions of the Counseling and Guidance Summer Training Institute under the authority of the National Defense Education Act V, which was granted to our department for the summer.

The half-time position approved by the Board at the February 20, 1961, meeting would be increased to full-time and the second position would begin June 19, 1961. Both positions will terminate not later than August 31, 1961. They will be paid for out of funds available from the National Defense Education Act V.

2. Approval is requested for a new nonacademic position of Inventory Clerk beginning July 1, 1961, the salary to be paid from State funds.

We have had a problem in the inventory area and the recommendations which have been made regarding the physical inspection, numbering and recording of University property can best be accomplished by employing a person who is free of other responsibilities and can work around the campus as required in completing these duties. This has become urgent as our equipment items have been increasing considerably in the last few years with increase in facilities as well as students. We have had difficulty in keeping up with the acquisition, numbering, and checking of items. This was specifically brought to our attention recently during a check by inspectors from the State Office of Property Control.

IX. PURCHASES

- A. Advertised bids were requested on Bread Products for the Revenue Bond Operations during the 1961-1962 school year. Bids were received as follows:

Peoria Colonial Baking Company Peoria, Illinois	\$10,885.00
Purity Baking Company Bloomington, Illinois	10,900.00
Banner Baking Company Normal, Illinois	11,103.50

Recommendation: We recommend the acceptance of the low bid submitted by Peoria Colonial Baking Company, Peoria, Illinois, in the amount of \$10,885.00, payable from Revenue Bond Operations.

- B. Advertised bids were requested on Ice Cream for the Revenue Bond Operations during the 1961-1962 school year. Bids were received as follows:

Borden's Company Pekin, Illinois	\$10,180.00
Boylan Brothers Bloomington, Illinois	10,520.00

Swift Ice Cream Division Decatur, Illinois	\$10,722.00
Illinois Valley Ice Cream Company Streator, Illinois	11,060.00
Meadow Gold Bloomington, Illinois	11,210.00
Sealtest Foods Peoria, Illinois	12,340.00

Recommendation: We recommend the acceptance of the low bid submitted by Borden's Company, Pekin, Illinois, in the amount of \$10,180.00, payable from Revenue Bond Operations.

C. Advertised bids were requested on Milk Products required for Revenue Bond Operations during the 1961-1962 school year. Bids were received as follows:

Meadow Gold Dairy Bloomington, Illinois	\$43,418.20
Dairy Lane Bloomington, Illinois	43,448.56
Borden's Company Pekin, Illinois	49,786.60
Little Boss Dairy Normal, Illinois	53,975.35
Murray Dairy Bloomington, Illinois	55,567.59
Willow Farm Products Atlanta, Illinois	56,353.96

Recommendation: We recommend the acceptance of the low bid submitted by Meadow Gold Dairy, Bloomington, Illinois, in the amount of \$43,418.20, payable from Revenue Bond Operations.

D. Advertised bids were requested on Eggs for the Revenue Bond Operations during the 1961-1962 school year. Bids were received as follows:

Mark up Over Established Chicago
Mercantile Exchange

Leonard Hall Normal, Illinois	\$.05
*Lakin Poultry Bloomington, Illinois	.04

*Our specifications called for U.S. Grade (AA) extra large eggs. Lakin qualified his bid as follows: "Grade A Extra Large when available or not less than Grade A Large."

Recommendation: We recommend the acceptance of the low bid meeting specifications submitted by Leonard Hall, Normal, Illinois, payable from Revenue Bond Operations.

E. Advertised bids were requested on Butter Products for the Revenue Bond Operations during the 1961-1962 school year. Bids were received as follows:

Mark up by Vendor Over Established
U.S. Government Prices

Dairy Lane Bloomington, Illinois	\$.075
Meadow Gold Dairy Bloomington, Illinois	.10
*Sugar Creek Creamery Peoria, Illinois	.06

*Our specifications call for U.S. Grade (A) butter. Sugar Creek Creamery notified us by letter that the butter they offer does not have a Government Certificate.

Recommendation: We recommend the acceptance of the low bid meeting specifications submitted by Dairy Lane, Bloomington, Illinois, payable from Revenue Bond Operations.

- F. Advertised bids were requested for the Removal and Relocation of Three Federal Buildings on the campus. Bids were received as follows:

A. J. Totterer Bloomington, Illinois	\$1,725.00
LaRue Construction Company Bloomington, Illinois	2,100.00

Recommendation: We recommend the acceptance of the bid of A. J. Totterer, Bloomington, Illinois, in the amount of \$1,725.00, payable from contractual services, Income Fund.

- G. Advertised bids were requested on Electric Incandescent and Fluorescent Lamps required by the University for the 1961-1962 school year. The bids were received as follows:

	<u>Lamp Manufacturer</u>	<u>Discount from List Prices</u>
White Plains Electrical Supply Co. Elmsford, New York	Brand name not specified	
Springfield Electric Supply Co. Bloomington, Illinois	Champion	53.2% Plus 2% 10th
U.S. Electric Company Bloomington, Illinois	Sylvania	52.7% Plus 2% 10th
LaSalle Electric Company LaSalle, Illinois	Champion	52.7% Plus 2% 15th
E. & I. Cooperative Garden City, New York	Champion	51.2% Plus 2% 20th
S. V. Cain, Inc. Peoria, Illinois	Westinghouse	50.2% Plus 1% 10th
Westinghouse Electric Co. Decatur, Illinois	Westinghouse	49.7% Plus 2% 10th
Graybar Electric Co. Peoria, Illinois	General Electric	47.7% Plus 2% 10th

General Electric Supply
Urbana, Illinois

General Electric 47.7%
Plus 2% 10th

Westron Corporation
St. Louis, Missouri

Westron Corp. 29.7%
Plus 2% 10th

Recommendation: We recommend the acceptance of the low bid from Springfield Electric Supply Company, Bloomington, Illinois, payable from Commodities, General Revenue.

H. Advertised bids were requested on 630 Light Fixtures for the Thomas Metcalf Elementary School. The bids were received as follows:

U. S. Electric Supply Company Bloomington, Illinois	\$12,587.40
Springfield Electric Supply Company Bloomington, Illinois	12,883.50
Graybar Electric Company Peoria, Illinois	13,015.80
*U. S. Electric Supply Company Bloomington, Illinois	12,121.20

* This alternate bid was not acceptable.

Recommendation: We recommend the acceptance of the low bid of the U. S. Electric Supply Company, Bloomington, Illinois, in the amount of \$12,587.40, payable from Commodities, Income Fund.

I. Advertised bids have been requested on an Addressograph-Multigraph Transfer Printer, Model 831. This machine is to be used as an economical and efficient method of posting our student records. This system has required a good deal of study and a number of other universities were contacted before a final decision was reached. Inasmuch as the studies were not completed until the end of May and inasmuch as we were not sure that we would have enough money this biennium in our equipment item, we telephoned Board members for permission to seek bids for this machine. Bids were received as follows:

Addressograph-Multigraph Corporation Electronics Division 444 North Wabash Avenue Chicago 11, Illinois	\$ 4,520.25
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Recommendation: We recommend the acceptance of the bid submitted by the Addressograph-Multigraph Corporation, Electronics Division, Chicago, Illinois, in the amount of \$4,520.25, payable from Equipment Income Fund.

X. MISCELLANEOUS

A. Permission requested for Out-of-State Trip in University Automobile

1. Administrative Assistant to the President, and possibly others, to Teacher Education and Professional Standards meeting at Pennsylvania State University, University Park, Pennsylvania, June 19 - 24, 1961. One automobile requested.

B. Faculty Endorsements

1. At various times, a question is raised regarding the official attitude of this University and of the Teachers College Board regarding endorsements by members of the staff. Specifically, questions of endorsements

may be raised regarding commercial products, services offered, such as those by engineering and architectural firms, and instructional aids, including books and audio-visual materials. It would be helpful if the attitude of the Board with reference to both the ethical and legal implications was known. It has not appeared that this problem may be solved by eliminating the position of the person or the name of the institution from the endorsement since it is relatively meaningless without such information.

Some clarification is needed, also, as to whether or not an adoption of a text by an institution is to be considered an endorsement.

Robert G. Bone
President

REPORT OF
NORTHERN ILLINOIS UNIVERSITY

June 19, 1961

II. FACULTY

1. Payment of Substitutes - Northern Illinois Elementary and Junior High School

April 24 - May 8; May 9 ($\frac{1}{2}$ day); May 11: Mrs. Norma S. Oberlin for Mrs. Edra Lipscomb who was ill (12 $\frac{1}{2}$ days)
May 15, 16, 17: Mrs. Florence Rush for Miss Emily Burton - death in family
May 21: Mrs. LaVonne Smith for Mrs. Alda Weedman who was ill
May 19, 20, 23, 24: Mrs. Norma S. Oberlin for Mrs. Dale Lake - death in family
May 22-26; 21, 31, June 1, 2, 5: Mrs. Eunice Hartman for Miss Caroline Hatlestad who was ill

2. Changes in Summer Session, 1961, Payroll

a) Resignations

Deutsch, Murray, Department of Education - April board report
Ireland, Ralph, Department of Social Sciences - April report
Pepinsky, Minerva, Department of Music - April report
Schreiner, Martha, Foreign Languages - April report

b) To be placed on summer payroll

Baker, Keefe, ass't. prof., Art 8 weeks, $\frac{1}{2}$ time
Fred, Bernhart G., assoc. prof., Music . . . 8 weeks, $\frac{7}{8}$ time
(replacing Dr. Minerva Pepinsky)
Loughlin, Leo J., assoc. prof., Education . . . 4 weeks; plus 3
(Instead of 8 weeks, $\frac{1}{2}$ time plus 2 weeks . . . weeks tentative
tentative, April report)
Miller, Elwyn, assoc. prof., Education. 8 weeks full time
(Instead of 4 weeks - 3 weeks tentative,
April report)
Olive, Garnet D., ass't. prof., Bus. Adm. . . . 6 weeks full time
(Instead of 8 weeks, April report)
Poor, Frederick A., ass't. prof. Bus. Adm. . . . 6 weeks full time
(Instead of 8 weeks, $\frac{1}{2}$ time, April report)
Smith, Harold E., assoc. prof., Social Sciences. 6 weeks full time
(replacing Dr. Ralph Ireland)

3. Temporary Appointments - Summer Session, 1961

Miss Barbara Bartz, part-time faculty assistant, Department of Chemistry, at a salary of \$165 for the month of June. Miss Bartz has her bachelor's degree from the University of Wisconsin.

Mr. Baldev R. Nayar, assistant professor, Department of History, for the summer session only, at a salary of \$900 for eight weeks, one-half time. Mr. Nayar has his bachelor's degree from Punjab University, New Delhi, India, his master's degree from Punjab University Camp College, New Delhi, India, and a master's degree from the University of Chicago. He comes to Northern with experience as a visiting lecturer at Western College, Oxford, Ohio.

Mr. David W. Smith, part-time faculty assistant, Department of Chemistry, at a salary of \$165 for the month of June. Mr. Smith has his bachelor's degree from Northern Illinois University.

Miss Phyllis Wilson, instructor, Lorado Taft Field Campus, replacing Dr. Leo Loughlin, who was shifted to another assignment. This is a part-time assignment for the summer session only, at a salary of \$600 for six weeks. Miss Wilson earned her bachelor's degree from Northern Illinois University and her master's degree from Teachers College, Columbia University. She comes to Northern from a position she presently holds as principal of the Brady School, Aurora, Illinois.

4. Change in Salary

Mr. John M. Wrenn, instructor, Department of Physical Education for Men, \$7220 for 9½ months instead of \$7720 (May board report)

5. Extension of Leave of Absence

Dr. Samuel R. Keys, assistant professor, Department of Secondary Professional Education, on leave for the academic year 1960-1961, without salary, to be extended for the academic year 1961-1962, without salary to continue as associate coordinator of the Illinois Curriculum Program, working with the office of the Superintendent of Public Instruction.

6. Request for Leave of Absence

Mr. Joseph M. Vocolo, assistant professor, University Junior High School, provisional leave of absence without salary for the academic year 1961-1962 to accept a Fulbright award to Morocco. The leave is provisional because the only acceptable replacement for Mr. Vocolo whom we have been able to find will not accept the assignment on a temporary basis. The arrangement with Mr. Vocolo is that he may return to Northern if there is a suitable vacancy either in the University Junior High School or in the Department of Foreign Languages.

7. Resignations

Dr. Robert R. Brown, associate professor, Department of Education, effective at the close of the summer session, 1961.

Dr. William J. Brown, associate professor, Department of Speech, was to begin his duties in September, 1961. (May board report)

Dr. Murray Deutsch, assistant professor, Department of Education, effective at the close of the academic year in June.

Dr. Roger F. Moran, associate professor, Department of Education, effective at the close of the summer session, 1961.

Dr. Garnet D. Olive, assistant professor, Department of Business Administration, effective at the close of the summer session, 1961.

Mr. Shelvin Singer, assistant professor, Department of Business Administration, effective at the close of the academic year, June 1961.

Dr. John Sperling, assistant professor, Department of History, effective at the close of the academic year, June, 1961.

Mrs. Lucy E. Stromsvold, instructor, University Library, effective at the close of the academic year in June, 1961.

8. Change of Status

Dr. E. Nelson James, associate professor, Department of English, to Editor, Professional Publications, effective September 1, 1961. His appointment will be changed from nine to twelve months at the same rate.

Dr. Samuel R. Keys, assistant professor, Department of Graduate Programs in Education to Department of Secondary Professional Education, effective in September, 1961.

Dr. Warren U. Ober, associate professor, Department of English, to acting head, Department of English, for the autumn semester, 1961-1962, during the leave of absence granted to Dr. S. Orville Baker, head of the department.

9. Appointment for Vacant Position - May, 1961 board report

Dr. Harold F. Feeny, professor and head, Department of Physics, at a salary of \$14,300 for eleven months beginning in September. Dr. Feeny has his bachelor's and master's degrees from McGill University, Montreal, Canada, and his doctor's degree from Laval University, Quebec, Canada. He has twenty-one years' teaching experience, coming to Northern from a position at the University of Delaware, Newark.

10. Replacements

Mr. Alfred R. Binter, assistant professor, Department of Elementary Education, replacing Dr. J. Frances Huey who will be on leave, at a salary of \$7560 for nine months beginning in September, provided the doctor's degree is conferred by September 1, 1961. If not, his salary will be \$7200 for nine months at the same rank. Mr. Binter has his bachelor's degree from the University of Pennsylvania, Philadelphia, his master's degree from Fort Hays Kansas State College, Hays, Kansas, and is currently completing requirements for the doctor's degree at the University of Kansas, Lawrence. He comes to Northern with five years' teaching experience in Kansas. This is a temporary appointment.

Dr. John A. Bornmann, assistant professor, Department of Chemistry, at a salary of \$8100 for nine months beginning in September, replacing Miss Virginia Schelar who will be on leave of absence. Dr. Bornmann has his bachelor's degree from the Carnegie Institute of Technology, Pittsburgh, and his doctor's degree from Indiana University, Bloomington. He has one year's teaching and four years' research experience, coming to Northern from a position at Princeton University, New Jersey. This is a temporary appointment.

Dr. Harry G. Carlson, assistant professor, Department of Speech, at a salary of \$7920 for nine months beginning in September, replacing Mr. Harold Chastain who resigned. Dr. Carlson has his bachelor's degree from Brooklyn College, New York, and his master's and doctor's degrees from Ohio State University, Columbus. He has four years' teaching experience, coming to Northern from a position at Valparaiso University, Valparaiso, Indiana.

Dr. Shen-Yu Dai, assistant professor, Department of Political Science, at a salary of \$3600 for four and one-half months beginning in September, replacing Mr. John Twombly who will be on leave for the autumn semester. Dr. Dai has his bachelor's degree from the Central Institute of Political Science, Chungking, China, his master's degree from the University of Washington, Seattle, and his doctor's degree from the University of Pennsylvania, Philadelphia. He has one year's teaching and six years' research experience at the University of Pennsylvania, Columbia University and Brooklyn College. This is a temporary appointment.

Dr. Morris Freilich, assistant professor, Department of Sociology and Anthropology, at a salary of \$7020 for nine months beginning in September, replacing Dr. John Mann. Dr. Freilich has his bachelor's degree from Brooklyn College, New York and his doctor's degree from Columbia University, New York. He has two years' teaching experience and two years' research experience, coming to Northern from a position at Akron University, Ohio.

Dr. Charles H. George, professor, Department of History, at a salary of \$10,260 for nine months beginning in September, replacing Dr. Zygmunt Gasiorowski who held a temporary appointment. Dr. George has his bachelor's degree from Gettysburg College, Pennsylvania and his doctor's

degree from Princeton University, New Jersey. He has nine years' teaching experience coming to Northern from a position at the University of Pittsburgh.

Dr. Eckhart A. Jacobsen, professor and head, Department of Industrial Arts, at a salary of \$12,540 for eleven months beginning in September, replacing Mr. John R. Beck. Dr. Jacobsen has his bachelor's degree from State Teachers College, Oswego, New York, his master's degree from Cornell University, Ithaca, New York, and his doctor's degree from the University of Connecticut, Storrs. He has twenty-four years' teaching experience, coming to Northern from a position at the University of Maryland.

Miss Barbara A. Kay, assistant professor, Department of Sociology and Anthropology, replacing Dr. Ralph Ireland who held a temporary appointment, at a salary of \$6660 for nine months beginning in September, provided the doctor's degree is conferred by September 1, 1961. If not, her salary will be \$6480 for nine months at the same rank. Miss Kay has her bachelor's and master's degrees from the Ohio State University, Columbus and is currently completing requirements for the doctorate there. She comes to Northern with three years' teaching experience at Ohio State University, Columbus and at Wittenberg College, Springfield, Ohio.

Miss Diane Kern, instructor, Department of Speech, at a salary of \$5760 for nine months beginning in September, replacing Dr. Louis Lerea who will be on leave of absence. Miss Kern has her bachelor's and master's degrees from the University of Arizona, Tucson and has one year's teaching experience at Wisconsin State College, River Falls. This is a temporary appointment.

Mr. Robert R. Kirby, instructor, Department of English, at a salary of \$5760 for nine months beginning in September, replacing Miss Joan E. Schulz who held a temporary appointment. Mr. Kirby has his bachelor's degree from the University of North Carolina, Chapel Hill, a certificate of attendance from the University of Paris, and his master's degree from the University of North Carolina. He comes to Northern with two years' teaching experience at Pennsylvania State University, University Park.

Mr. Gordon A. Magnusen, instructor, Department of English, replacing Miss Frances Ebstein who resigned, at a salary of \$5760 for nine months beginning in September, provided the master's degree is conferred by September 1, 1961. If the master's degree has not been awarded, his rank will be faculty assistant at a salary of \$5400 for nine months. Mr. Magnusen has his bachelor's degree from Bemidji State College, Bemidji, Minnesota and is currently completing requirements for the master's degree at the University of Arkansas, Fayetteville. He has four years' teaching experience, coming to Northern from a position at the University of Arkansas.

Miss Jane L. Perry, instructor, Department of Physical Education for Women, at a salary of \$5940 for nine months beginning in September, replacing Miss Mary L. Wilson who resigned. Miss Perry has her bachelor's and master's degrees from Texas Woman's University, Denton. She has four years' teaching experience in Texas, coming to Northern from a position in the Ft. Worth schools.

Mr. Clarence A. Sims, assistant professor, Department of Management and Finance, at a salary of \$8280 for nine months beginning in September, replacing Mr. Shelvin Singer who resigned. Mr. Sims has his bachelor's and master's degrees from the University of Illinois, Urbana. He has sixteen years' teaching experience, coming to Northern from a position at the University of Illinois.

Mr. Peter L. Spurbeck, instructor, Department of Music, replacing Mr. William J. Moffat who will be on leave of absence, at a salary of \$6120

for nine months beginning in September. Mr. Spurbeck has his bachelor's and master's degrees from Indiana University, Bloomington. He comes to Northern with one year's teaching experience at Indiana University. This is a temporary appointment.

Dr. Joe W. Vaughn, assistant professor, Department of Chemistry, at a salary of \$7920 for nine months beginning in September, replacing Dr. John Bower who will be on leave of absence for the autumn semester and Dr. Frederick W. Rolf who will be on leave for the spring semester. Dr. Vaughn has his bachelor's degree from DePauw University, Greencastle, Indiana and his master's and doctor's degrees from the University of Kentucky, Lexington. He comes to Northern from the University of Texas, Austin, with two years' teaching experience. This is a temporary appointment.

11. New Appointments - Positions Previously Approved by the Board

Dr. Joachim Birke, assistant professor, Department of Foreign Languages, at a salary of \$7560 for nine months beginning in September. Dr. Birke has an Abitur degree from Gymnasium, Lehrte, a doctor's degree from the University of Hamburg, Germany, a master's degree from Southern Illinois University, Carbondale, and is currently completing requirements for a doctor's degree at the University of Illinois. He has three years' teaching coming to Northern from a position at the University of Illinois. This is a temporary appointment.

Dr. Robert N. Broadus, associate professor, Department of Library Science, at a salary of \$7740 for nine months beginning in September. Dr. Broadus has his bachelor's degree from George Pepperdine College, Los Angeles, California, his bachelor in library science degree from the University of Chicago, and his doctor's degree from the University of Southern California, Los Angeles. Dr. Broadus has taught previously at Northern and returns with additional teaching experience and five years' experience as library specialist at Sperry Rand Corporation.

Mr. Roy G. Campbell, instructor, Department of Journalism, at a salary of \$7020 for nine months beginning in September. Mr. Campbell has his bachelor's degree from Utah State University, Logan, Utah, his master's degree from Northwestern University, Evanston, and is presently working toward his doctor's degree at Northwestern University. He comes to Northern with four years' teaching experience at Northwestern University and six years' professional newspaper experience.

Dr. Frank W. Lanning, assistant professor, Department of Elementary Education, at a salary of \$7920 for nine months beginning in September. Dr. Lanning has his bachelor's and master's degrees from Southern Methodist University, Dallas, Texas and his doctor's degree from North Texas State College, Denton. He has nine years' teaching experience, coming to Northern from a position at Eastern Illinois University, Charleston.

Miss Virginia E. Lovering, assistant professor, University Library, at a salary of \$5940 for nine months beginning in September. Miss Lovering has her bachelor's degree from the University of Missouri, Columbia, her master's degree from Northern Illinois University, and is currently completing requirements for the master's degree in library science at the University of Michigan, Ann Arbor. She comes to Northern with six years' teaching experience in the Somonauk High School, Illinois.

Dr. Seward C. Staley, professor, Department of Physical Education for Men, at a salary of \$5400 for nine months, half-time, beginning in September. Dr. Staley has his bachelor's degree from Springfield College, Massachusetts, his master's degree from Clark University, Worcester, Massachusetts and his doctor's degree from the University of Illinois, Urbana. He has forty years' teaching experience in Tennessee, New York, Massachusetts, and Illinois, coming to Northern from the position of

director, School of Physical Education, University of Illinois. This is a part-time, temporary appointment.

Dr. Paul O. Steg, associate professor and head, Department of Music, at a salary of \$12,100 for eleven months beginning in September. Dr. Steg has his bachelor's degree from Kansas State Teachers College, Emporia, his master's degree from the University of Wichita, Kansas, and his doctor's degree from Boston University, Massachusetts. He comes to Northern with twelve years' teaching experience in Massachusetts, Kansas, New York and Ohio.

Mrs. Helene Tink, faculty assistant, at a salary of \$470 per month for nine months beginning in September, Bureau of University of Research. This is a temporary appointment, filling the position approved by the board, May board report. Mrs. Tink served in this capacity during 1960-61.

Dr. Russell G. Whitesel, professor and associate dean, College of Liberal Arts and Sciences, at a salary of \$13,680 for twelve months beginning in September. Dr. Whitesel has his bachelor's and master's degrees from the University of Minnesota at Minneapolis and his doctor's degree from Cornell University, Ithaca, New York. He comes to Northern with fourteen years' teaching experience at the University of Iowa, Iowa City.

III. OTHER SCHOOL EMPLOYEES

Correction - May board report

The May, 1961 board report lists a request for permission to establish a Clerk-Stenographer III position for the Associate Dean, Fine and Applied Arts. This should read: Secretary (stenographic) salary range \$350-550, for the College of Business.

Request for New Positions

Accounting Clerk I - Salary Range \$250-325

We should like to have permission to establish a new position of Accounting Clerk I at the Lorado Taft Field Campus, effective July 1, payable from General Revenue appropriation. With the need for additional records and the increased use of the Taft Campus, it is necessary to have a full-time bookkeeper. This work has been handled by one of the kitchen personnel and establishment of the new position would permit abolishing one cook's position.

Maintenance Worker

With the addition of new kitchen equipment on the campus and with additional buildings under construction, it is necessary to have a maintenance worker, effective July 1, who will be responsible for the general maintenance of the equipment. He will also help to train employees to operate all dishroom equipment. Negotiated salary rate is \$390 per month, payable from the appropriate bond series funds.

Routeman Helper

We should like to have permission to employ a full-time Routeman Helper to deliver food stuffs, effective September 1, negotiated rate \$370 per month, payable from the appropriate bond series. The expansion of food service facilities and increased production from the bakery makes it necessary to have a full-time employee for this service.

Clerk-Typist II - Housing - Salary Range \$250-325

We should like to have permission to employ one Clerk-Typist II, Housing Office, effective September 1, payable from the appropriate bond series. This position is needed because of the additional 1,000 bed capacity residence to be opened in another year and also because of the increased enrollment.

Replacements

Clifford Whitney, janitor, Physical Plant, @ \$330 per month, as of 4/28, replacing Joshua Anding, resigned 4/20

Eva S. Abell, cook, Food Services, @ \$225 per month, as of 5/1, replacing Agnes Johnson, resigned 4/28

Edith R. Childs, library clerk I, Library, @ \$260 per month, as of 5/1, to receive an increase not to exceed \$275 per month, upon supervisory recommendations at the end of a successful probationary period, replacing Judith Scott, resigned 5/12

Margaret J. Schyvincht, janitress, Physical Plant, @ \$240 per month, as of 5/3, replacing Jacqueline Tyrrell, resigned 4/28

Ruth A. Bridgewater, cook's helper (temporary), Food Services, @ \$210 per month, as of 5/3, replacing Evelyn Alexander, on leave of absence

Kenneth G. Swanson, library clerk III, Library, @ \$300 per month, as of 5/15, to receive an increase not to exceed \$315 per month, upon supervisory recommendations at the end of a successful probationary period, replacing Josephine Jansen, resigned 6/16

Kathleen L. Herjon, clerk-stenographer III (temporary), Lorado Taft Field Campus, @ \$1.85 per hour for 74 hours, as of 5/16, replacing Theda Langley, resigned 5/11

Virginia M. Stuart, clerk-stenographer II, Social Sciences, @ \$295 per month, as of 5/15, to receive an increase not to exceed \$310 per month, upon supervisory recommendations at the completion of a successful probationary period, replacing Marianne Johnson, resigned 5/31

Donna M. Tucker, clerk-typist III, Extension, @ \$275 per month, as of 5/15, to receive an increase not to exceed \$290 per month, upon supervisory recommendations at the end of a successful probationary period, replacing Evelyn Bennewate, resigned 5/31

Change of Status

Clifford Whitney, janitor (temporary), Physical Plant, @ \$330 per month, as of 4/15

Ruby Diehl, cook's helper, Food Services, from \$210 per month to \$240 per month, as of 5/1, per union negotiations

Thomas S. Kingstad, automotive mechanic helper, Transportation, from \$380 per month to \$400 per month, as of 5/1, completion of probationary period

Robert J. Wenzel, draftsman (irregular), Physical Plant - Grounds, @ \$1.85 per hour for 161 hours, as of 5/1

Shirley L. Dirksen, nurse (irregular), Lorado Taft Field Campus, @ \$55 per week for one week, as of 5/1

Sharon Lou Garman, clerk-typist II (temporary), Registrar's Office, @ \$1.50 per hour for 160 hours, as of 5/4

Robert E. White, Jr., policeman, Security & Traffic, from \$330 per month to \$360 per month, as of 5/7, per union negotiations

William F. Sullivan, routeman helper, Business Services (Central Receiving), from \$350 per month to \$370 per month, as of 5/21, per union negotiations

Judith A. Worrall, library clerk I, Library, from \$230 per month to \$245 per month, as of 5/28, completion of probationary period

Anne B. Szukis, clerk-typist II, Admissions, from \$260 per month to \$275 per month, as of 5/29, completion of probationary period

Change of Name

Janet L. Lytle, to Janet L. Combs, as of 5/20

Patricia Anne Moore, to Patricia Anne Sauter, as of 5/27

Leave of Absence

Genevieve Whitlock, cook's helper, Food Services, from 5/1 through 5/31
Evelyn Alexander, cook's helper, Food Services, from 5/5 through 9/10

Dismissal during Probationary Period

A. Doris Russell, cook, Food Services, as of 5/31

Resignations

Horace Williams, baker's helper, Bakery, as of 5/8

Theda Langley, clerk-stenographer III, Lorado Taft Campus, as of 5/11

Pamela Fagerson, clerk-typist II, Placement, as of 5/12

Judith Scott, library clerk I, Library, as of 5/12

Nancy Bewsey, library clerk I, Library, as of 5/19

Judith Dunphy, clerk-stenographer II, Evening College, as of 5/31

Marianne Johnson, clerk-stenographer II, Social Science, as of 5/31

Evelyn Bennewate, clerk-typist III, Extension, as of 5/31

Nadine Budd, typing clerk II, Typist Pool, as of 5/31

IV. THE ORGANIZATION

1. The University Organization

The new university organization on which we have been working for many months, was approved by the faculty by a ratio of five to one. As soon as the new chart is available, one will be sent to each board member. The new organization provides even greater faculty participation than ever before.

2. University Catalogs

It is the recommendation of the University Public Relations Committee, after a great deal of discussion, that we issue catalogs for individual colleges, supplemented by a small, over-all booklet for the use of students who plan to enter the university without having determined their fields of concentration. We should like to start this plan with our next undergraduate catalog, to be issued in 1963.

V. THE CURRICULUM

Approval of the following to teach courses in the Graduate School

Department of Chemistry

Dr. John A. Bornmann, Ph.D., Indiana University, Bloomington
Dr. Joe Warren Vaughn, Ph.D., University of Kentucky, Lexington

Department of Elementary Education

Dr. Frank W. Lanning, Ed.D., North Texas State College, Denton

Department of Foreign Languages

Dr. Joachim Birke, Ph.D., University of Hamburg, Germany

Department of History

Dr. Charles H. George, Ph.D., Princeton University, New Jersey

Department of Industrial Arts

Dr. Eckhart A. Jacobsen, Ph.D., University of Connecticut, Storrs

Department of Library Science

Dr. Robert N. Broadus, Ph.D., University of Southern California, Los Angeles

Department of Music

Dr. Paul O. Steg, D.M.A., Boston University, Boston, Massachusetts

Department of Physical Education for Men

Dr. Seward C. Staley, Ph.D., University of Illinois

Department of Physics

Dr. Harold F. Feeny, D.Sc., Laval University, Quebec, Canada

Department of Political Science

Dr. Shen-Yu Dai, Ph.D., University of Pennsylvania, Philadelphia
Dr. Russell G. Whitesel, Ph.D., Cornell University, Ithaca, New York

Department of Sociology and Anthropology

Dr. Morris Freilich, Ph.D., Columbia University, New York City

Department of Speech

Dr. Harry G. Carlson, Ph.D., Ohio State University, Columbus

IX. PURCHASES

One (1) National Cash Register Receipting Machine -- Business Services

Our present National Cash Register receipting machine has reached its capacity and can not absorb additional accounts. With the opening of the Residence Hall Group I and the University Center in 1962, provision must be made for the handling of these accounts. Permission is requested to work with Mr. Arthur Samore, Supervising Accountant, toward securing an additional N.C.R. machine which will have a larger capacity. Estimated cost \$3,000 - \$3,500, payable from Bond Revenue funds.

Six (6) Automobiles for the Transportation Department

a) Five (5) 1961 8-cylinder, 4-door sedans (trade-in allowance on 2 old cars)

Fourth Street Motor Sales, DeKalb--Chevrolet Biscayne	\$9,075.00*
Miller-Thielen Chev. & Olds, Genoa-Plymouth Savoy	9,350.00
Dannewitz Motors, DeKalb ----- Plymouth Savoy	9,384.35
Sawicke Chev. Sales, Rochelle----- Plymouth Savoy	9,479.85
Elliott Motor Sales, Sycamore----- Plymouth Savoy	9,500.00

* Signifies low bid recommended.

b) One (1) 1961 8-cylinder, 4-door sedan (trade-in allowance on 1 old car)

Fourth St. Motor Sales, DeKalb - - Oldsmobile	\$1,423.78*
Freitag Pontiac, Inc., DeKalb- - - Pontiac.	1,568.20
Miller-Thielen Chev.& Olds, Genoa-Oldsmobile.	1,650.00
Sawicke Chev. Sales, Rochelle- - - Pontiac.	1,734.75
DeKalb Buick Garage, DeKalb- - - Buick	1,790.56
Elliott Motor Sales, Inc., Sycamore-Chrysler	1,930.00

Payable after July 1, 1961 from budgeted funds, Transportation Department, Equipment, General Revenue

Motor Fleet Insurance for the period July 1, 1961 -- June 30, 1962

Comprehensive automobile insurance with bodily injury, property damage, and medical coverages. Non-owners and hired vehicles endorsements included with coverages for 12 tractors and miscellaneous vehicles, 15 trucks, 22 sedans and station wagons and 2 buses. Comprehensive charges are provided in order that changes and additions can be covered automatically.

Ragsdale Insurance Agency, DeKalb.	\$1,847.63*
Peoria Mutual Agency, Peoria	1,868.64
Burris & Percifield, Danville	2,226.89
Wright-Ellis Insurance Agency, Freeport	2,226.89
R. W. Gipson Agency, Inc., Bloomington	2,582.45
H. R. Bresee, Inc., Champaign	3,070.90

Payable from Contractual Services, Transportation, General Revenue

Seventy-two (72) tons of Morton Rock Grade "A" Salt, or Equal, for Water Softening -- to be Delivered During the Period July 1, 1961 - June 30, 1962

DeKalb County Servisoft Corp., DeKalb.	\$26.75 per ton*
DeKalb Culligan Water Conditioning, Inc., DeKalb	27.76 "
Sanderson's, DeKalb	28.00
Farmers Grain & Lumber Co., Sycamore	28.40
Warnimont Farm Supply, Malta	28.40
Holcomb Yard, Inc., Sycamore	28.50

Payable from respective operating budgets - Commodities

Books for Swen Parson Library (Volume of Contract - approximately \$75,000.)

	List price, less	Trade	Text & Reference
A. C. McClurg, Chicago		33 1/3%	Net to 33 1/3%*
Baker & Taylor, Hillside, New Jersey	" "	30%	Net to 30%
W. J. Christopher, Houston, Texas	" "	20-35%	5%
R. E. Banta, Crawfordsville, Indiana	" "	10%	10%

Our librarian is of the opinion that the bulk of the orders will be placed for trade books, with lesser quantities of text and reference books. Therefore, it is recommended that A. C. McClurg be awarded the contract to supply the titles bid upon. Payable from budgeted funds, Library, Equipment, General Revenue.

Fuel Oil for the Year 1961-1962

13,500 gallons of #2 fuel oil for Lorado Taft Field Campus, Oregon

Smith Oil Company, Rockford	\$1,620.00*
Cities Service Co., DeKalb	1,647.00
Sinclair Refining Co., Chicago.	1,687.50

600 gallons of #1 fuel oil for Lorado Taft Field Campus, Oregon

Smith Oil Co., Rockford	78.00*
Sinclair Refining Co., Chicago	81.00

* Signifies low bid recommended.

26,600 gallons of #2 fuel oil for university buildings, DeKalb

Kahle Oil Company, DeKalb	\$3,192.00*
Smith Oil Company, Rockford.	3,192.00
Cities Service Company, DeKalb	3,245.20
Sinclair Refining Co., Chicago	3,591.00

(Successful awardee determined by lot)

888,000 gallons of #5 fuel oil for university buildings, DeKalb

Hughes Oil Company, Chicago	\$72,904.80*
Smith Oil Company, Rockford	74,698.39
Gustafson Oil Company, Chicago	74,946.99
Mobile Oil Company, Cicero.	80,647.99
Cities Service Company, DeKalb	86,064.79

All quotations are f.o.b., Northern Illinois University. Payable from respective operating budgets - Commodities.

Coal for the Year 1961-1962 - Based on Requirement of 4,000 tons

	BTU per penny
Cortland-DeKalb Yards, DeKalb Walnut Grove Mine	29,249*
Thompson Coal Co., DeKalb Utility Coal Co.	29,042
Cortland-DeKalb Yards, DeKalb Burning Star #1	27,686
Peabody Coal Co., Chicago Northern Illinois Mine	27,402
Wiseman Coal Company, DeKalb Sahara Coal Co.	27,261

All quotations are f.o.b., Northern Illinois University. Payable from budgeted funds, Heating Plant, Commodities, General Revenue.

Repairs to Four (4) Passenger Elevators, Three (3) Freight Elevators and Three (3) Dumb-waiters in Classroom and Dormitory Buildings, and Service Contract for Those Elevators and Dumb-waiters for the period July 1, 1961-June 30, 1962

Lamps Elevator Sales and Service, Rockford	\$3,628.00*
Imperial Elevator Co., Chicago	3,740.00
Otis Elevator Company, Rockford.	4,176.56

Payable from respective operating budgets.

Draperies (approximately 768 sq. ft., installed) for the Reference Room, Reserve Room, and Assistant Librarian's Office - Swen Parson Library)

Edwin Raphael Company, Holland, Michigan	\$1,020.20*
William H. Lyon, DeKalb,	1,046.48
The Reliable Store, DeKalb	No bid

Payable from budgeted funds, Library, Equipment, General Revenue

Office Furniture and Equipment for Additional Staff Members, 1961-1962

Fifty-three (53) executive desks, four (4) secretarial desks, fifty-seven (57) four-drawer filing cabinets, fifty-three (53) conference chairs, fifty-two (52) executive chairs, seven (7) secretarial chairs, fifty-three (53) bookcases, and eighteen (18) desk lamps.

Executive Desks (53)

Reams Typewriter Co., DeKalb - - - - - ASE 6629	\$101.50 each *
Business Office Furniture Co., Rockford, ASE 6629	102.75 each
Doenges Stationery Co., DeKalb - - - - - ASE 6629	102.95 each
E & I Cooperative Serv., New York, Steelcase 15021.	105.04 each
Linn Business Furniture, Rockford, Steelcase 15021.	105.30 each
Hickman Office Equip., DeKalb - Globe-Wernicke 3S-60FT.	113.13 each
Business Interiors, Chicago - - - Steelcase 15021.	116.10 each

*Signifies low bid recommended

Secretarial Desks (4)

Reams Typewriter Co., DeKalb - - - - ASE 6329	\$125.15 each *
Bus. Office Furn. Co., Rockford - - ASE 6329	126.75 each
Doenges Stationery Co., DeKalb - - - ASE 6329	126.95 each
E & I Cooperative Serv., N.Y. - Steelcase 15025.	128.11 each
Linn Business Furn., Rockford - Steelcase 15025...	133.10 each
Hickman Office Equip., DeKalb - Globe-Wernicke 3S-60CL . . .	137.80 each
Business Interiors, Chicago - - Steelcase 15025.	141.60 each

Four-drawer Filing Cabinets (57)

	With lock	Without lock
Reams Typewriter Co., DeKalb - -ASE 5401 - - -	57.05 each	\$62.05 each *
Business Office Furn., Rockford- ASE 5401- - -	57.75 each	62.90 each
Doenges Stationery, DeKalb - - ASE 5401 - - -	58.43 each	63.67 each
Linn Bus. Furniture, Rockford - Steelcase 1805-61.60 each		70.00 each
E&I Cooperative Serv., N.Y. - Steelcase 1805 --61.96 each		70.34 each
Business Interiors, Chicago - Steelcase 1805 --68.48 each		76.48 each
Hickman Office Equipment - Globe Wernicke 7341-68.80 each		78.98 each

(Decision as to whether files will be purchased with or without locks will be made when the location of new employees' office areas is decided.)

Conference Chairs, Cosco Model 23 LDH (53)

Burgess, Anderson & Tate, Zion	\$767.97*
Gilbert A. Force, Chicago	789.70
Hickman Office Equipment, Chicago	861.25
Haines & Lyford, Rockford	988.45

Executive Chairs, Cosco Model 28 STA (52)

Gilbert A. Force, Chicago	\$2,243.80*
Burgess, Anderson & Tate, Zion	2,331.68
Hickman Office Equipment, DeKalb	2,431.00
Hainey & Lyford, Rockford	3,008.20

Secretarial Chairs, Cosco Model 25S (7)

Gilbert A. Force, Chicago	\$195.65*
Burgess, Anderson & Tate, Zion	198.45
Hickman Office Equipment, DeKalb.	211.05
Haines & Lyford, Rockford	257.25

Bookshelves, Burroughs, Model 742121 (53)

Linn Business Furniture, Rockford	\$1,372.70*
Reams Typewriter, DeKalb.	1,425.70
Doenges Stationery, DeKalb.	1,507.85
Burgess, Anderson & Tate, Zion	1,509.44
Hickman Office Equipment, DeKalb	1,636.11
Haines & Lyford, Rockford	1,738.40

Desk Lamps, Dazor Model 2324 (18)

Linn Business Furniture, Rockford	\$408.06*
Gilbert A. Force, Chicago	437.40
Burgess, Anderson & Tate, Zion	459.00
Doenges Stationery, DeKalb	466.20
Hickman Office Equipment, DeKalb	488.70
Haines & Lyford, Rockford	603.00

*Signifies low bid recommended

Payable from General Administration, Equipment budget.

Dairy Products and Bakery Goods for the Period July 1, 1961 - June 30, 1962

Bids were requested on the following items on the basis of quantities actually consumed by the Food Services during the past 12 month period:

Milk (fresh fluid)

Lawton Bros. Dairy, Dixon	\$57,704.15*
Beatrice Foods Company, DeKalb	62,556.42
Illinois Valley Ice Cream Co., Streator	65,308.11

* Signifies low bid recommended

Butter

Lawton Bros. Dairy, Dixon	\$20,443.57*
Beatrice Foods Co., DeKalb	20,901.83

Ice Cream

Illinois Valley Ice Cream, Streator.	\$11,294.75*
Hey Bros. Ice Cream, Dixon	11,634.62
Lawton Bros. Dairy, Dixon.	12,162.15

Cottage Cheese

Lawton Bros. Dairy, Dixon	\$ 2,280.00*
Glidden & Riippi, DeKalb	2,490.00

Eggs

Carlson's Poultry House, DeKalb	\$11,075.85*
R. D. Wisted Co., DeKalb	11,736.00

Bakery Goods

Rainbo Bread Co., Aurora	\$22,289.74*
Coin Baking Co., Rock Island	22,576.40

Payable from the operating accounts of the respective food units.

Distribution of Contingency Funds

We should like to have permission to transfer \$25,800.00, or whatever portion is earned, from the Contingency Fund, as follows:

Balance in Contingency - not requested -	\$25,800.00
Awards and grants	\$6,000.00
Contractual Services.	5,000.00
Equipment	\$14,800.00

* Signifies low bid recommended.

All bids were solicited in accordance with approved purchasing requirements.

X. MISCELLANEOUS

Historical Pamphlet

Northern Illinois University plans to cooperate with the Galena Historical Society in a study of Grant in Galena or on a similar topic. We believe this will result in the publication of a booklet on the order of the one published by Northern in 1958, entitled "The Lincoln-Douglas Debates" by Dr. Paul Crawford, member of our Speech Department.

Yearly Attendance at the Lorado Taft Field Campus

The Taft Campus closes its seventh year of full-time operation with a total attendance of more than 1,900 university students, public school pupils and conference participants. Fifty-four university and public school classes have spent from a half week to a full week of study at Taft this year. The breakdown by groups is as follows:

	<u>1st Semester</u>		<u>2nd Semester</u>		<u>Total</u>
	<u>Number</u>	<u>Attendance</u>	<u>Number</u>	<u>Attendance</u>	
Sophomore block classes	8	197	6	141	338
Junior block classes	5	105	6	171	276
Senior block classes	4	128	4	101	229
Evening classes	3	45	-	-	45
Other university classes	3	103	6	135	238
Public school classes	5	180	4	237	417
Conferences	<u>3</u>	<u>208</u>	<u>3</u>	<u>195</u>	<u>403</u>
Total	31	966	29	980	1946

Leslie A. Holmes
President

Report of
WESTERN ILLINOIS UNIVERSITY

June 19, 1961

I. STUDENTS

A. Graduates - Degrees conferred May 28, 1961*

1. Bachelor of Science in Education	400
2. Bachelor of Science	64
3. Bachelor of Arts	6
4. Master of Science in Education	<u>115</u>
Total	585

*Note: Of the number reported here the following completed the requirements for graduation in July and August 1960 (See 8/8/60 and 9/19/60 reports):
B.S. in Ed., 121; B.S., 12; B.A., 1; M.S. in Ed., 83.

II. FACULTY

A. Resignations

1. Mr. Charles B. Blossom, Instructor and Supervising Teacher of Music, has submitted his resignation to become effective at the close of the First Summer term, 1961.
2. Mr. Russell E. Carter, Instructor and Supervising Teacher of Art. Mr. Carter was on leave without salary during the 1960-61 academic year.

B. Vacation Leave

1. Mr. Ray W. Hanson, Director of Athletics and Head of the Department of Physical Education for Men, has been elected Governor of District 646, Rotary International. In this capacity he attended an institute at Lake Placid, New York, and the international convention in Tokyo, Japan. He was granted leave for the period May 2 through June 9, for vacation due him in 1960-61 and 1961-62. This exhausts Mr. Hanson's vacation leave for the periods indicated.

C. Appointments (replacements)

1. Mr. Robert Niel Bostrom is recommended for appointment as Assistant Professor in the Department of Speech and Dramatic Art effective September, 1961, at \$800 per month. Mr. Bostrom received the B.A. degree from Morningside College, the M.A. from the State University of Iowa, and is scheduled to complete the requirements for the Ph.D. at Iowa during the summer of 1961. He has taught in Iowa public schools, served as graduate assistant at the State University of Iowa, and is currently on the staff of Sacramento State College in California. He will replace Robert L. Gregg, resigned. (In the event Mr. Bostrom does not complete the requirements for the doctorate by September 1, 1961, his salary will be \$760 per month.)
2. Mr. Charles Daniel Dillman is recommended for appointment as temporary Assistant Professor of Geography and Geology beginning September, 1961, at \$700 per month. He will be a substitute for Dr. Kenneth R. Martin who will be on sabbatical leave in 1961-62. He holds the A.B. and M.A. degrees from the University of Michigan where he is currently working toward the Ph.D. He has been a teaching fellow at Michigan for the period 1958 to 1961.

3. Mr. Norman L'Hommedieu is recommended for appointment as temporary Instructor in the Department of Audio-Visual Education for the 1961-62 academic year at \$660 per month. He received the B.S. in Ed. and M.S. in Ed. degrees from Western, and he has taught two years in public schools. He will be a replacement for Elmer Haddock, who has been granted sabbatical leave for the academic year.
4. Mr. R. Albert Smith, Jr., is recommended for appointment as temporary instructor in the Department of Agriculture for the 1961-62 academic year at \$720 per month. He will replace Leslie J. Van Etten who will be on leave of absence. He holds the B.S. and M.S. degrees from Louisiana State University and is scheduled to complete the requirements for the Ph.D. at Washington State University in June, 1961. His experience includes U.S. Department of Agriculture Pecan Laboratory; greenhouse maintenance and horticulture research, Louisiana State University; research and part-time teaching at Washington State University.
5. Miss Lillian M. Jackson is recommended for appointment as temporary instructor in the Library beginning September, 1961, as a replacement for Jeanne Osborn, who will be on sabbatical leave. Miss Jackson holds the B.S. degree from the University of South Dakota, and the M.S. (Education) from the University of Illinois. She is scheduled to complete the requirements for the M.S. (Library Science) at Denver University in August, 1961. Her experience includes five years as high school and elementary teacher and librarian; two years as librarian at Clarinda Junior College; librarian at Rock Falls High School from 1957 to date. Her salary will be \$700 per month (or \$660 if she does not complete the M.S. in Library Science by September 1, 1961.)
6. Mr. Donald F. Scharfenberg is recommended for appointment as Instructor and Supervising Teacher of Art in the Campus School effective September, 1961, at \$700 per month to replace Russell E. Carter, resigned. Mr. Scharfenberg holds the B.S. in Ed. degree from Northern Illinois University and the M.Ed. from the University of Illinois. He was employed at Western during the 1961-62 academic year as a substitute for Mr. Carter, who has been granted leave for the academic year.

D. Appointments (new positions provided in the 1961-62 budget)

1. Dr. James L. Loomis is recommended for appointment as Assistant Professor of Psychology beginning September, 1961, at \$800 per month. He holds the B.A. degree from the University of Minnesota and the Ph.D. from New York University. His experience includes: research assistant, University of Minnesota, New York University, and New York State Education Department; staff psychologist, U.S. Naval Training Device Center, Port Washington, N.Y.; consultant, training and research program, Esso Standard; teaching assistant, University of Minnesota; lecturer, Upsala College and New York University; instructor, City College of New York and Brooklyn College; visiting assistant professor, Pennsylvania State College, 1960-61.

E. Appointment of Graduate Assistants for 1961-62

1. John Henry Nichol, B.S., Mathematics, 9 months at \$120 per month.

F. Changes in Summer Session Staff, 1961

1. Dr. Roy A. Morgan, who was scheduled to teach the First Summer Term, resigned from his contract.
2. Dr. F. Adelyn Hollis was employed as temporary Instructor in the Department of Education for the First Summer Term at \$700 per month, or a total of \$1,050, to replace Dr. Morgan. She received the B.S.

degree from Michigan State Normal College and the M.A. and Ph.D. from the University of Michigan. She is regularly employed as Assistant Dean of Women at Eastern Michigan University.

III. OTHER SCHOOL EMPLOYEES

A. Leave of Absence

1. Elizabeth W. Jones, Residence Hall Director, WCS-10, has been granted leave of absence without salary for the period June 4 to August 16, 1961. She will be paid for one month's vacation in addition to June pay.

B. Resignations

1. Carol Louise Ream, Clerk Stenographer I, WCS-176, Placement Bureau, effective May 26, 1961.
2. Martha M. Schlueter, Clerk Stenographer I, WCS-159, Agriculture and Biology Departments, effective May 31, 1961.
3. Mrs. Dolly I. Patterson, Clerk Typist I, WCS-134, Registrar's Office, effective June 12, 1961.
4. Vera R. Lowery, Clerk Stenographer II, WCS-123, Education Department, effective June 23, 1961.

C. Temporary Appointments and Terminations

1. William L. Leighty, temporary Groundsman, completed his temporary work assignment (substitute for R. Grim) as of May 12, 1961.
2. Marion A. John, temporary Groundsman, completed his temporary work assignment as of May 12, 1961.
3. William L. Leighty was employed as temporary Groundsman effective May 13, 1961, at \$330 per month. This is for the balance of the six-months temporary position for which Marion A. John was originally employed.
4. Harry A. McGuire, temporary Janitor, completed his work assignment (substitute for R. Purdum) as of May 19, 1961.

D. Appointments

1. Mrs. Lotus M. Hilton was reinstated as Clerk Typist I, WCS-106, in the Tabulating Office as of May 1, 1961. She had been on leave of absence due to illness since April 1.
2. Iris L. Lambeth Claycomb was employed as Clerk Stenographer I, WCS-159, in the Agriculture and Women's Physical Education Departments beginning May 22, 1961, at \$250 per month. She replaced Martha Schlueter, resigned.
3. Arlistene K. Cowdery was employed as Clerk Stenographer I, WCS-176, in the Placement Bureau effective May 29, 1961, at \$250 per month. She replaced Carol Ream, resigned.
4. Virginia L. Welker was employed as Clerk Stenographer I, Science Departments (Physics and Earth Science), WCS- , effective June 5, 1961, at \$250 per month. This is a new position approved by the Board on May 15, 1961.
5. Shirley I. Dew was employed as Clerk Stenographer I, WCS- , in the Men's Physical Education Department beginning June 12, 1961. Her

salary will be \$250 per month. This is a new position approved at the May 15, 1961, Board meeting.

6. Shirley L. Gruel was employed beginning June 6, 1961, as Clerk Typist I, WCS-134, in the Office of Admissions and Registrar at \$245 per month. She replaced Dolly Patterson, resigned.
7. Janice K. DeFord was employed as Clerk Stenographer I, WCS- , in the Office of Admissions and Registrar, effective June 8, 1961, at \$250 per month. This is a new position approved by the Board at the May meeting.

E. Layoffs

1. Effective June 10, 1961

Irene D. Brewer, Maid, WCS-128
Laverna M. Ingles, Maid, WCS-130
Edith S. Leasman, Maid, WCS-137
Vivian M. Roberts, Maid, WCS-25
Vearl W. Smith, Maid, WCS-131

Note: All except Laverna M. Ingles, who has not completed the probationary period, will be paid for two weeks' vacation in addition to June pay.

2. Effective June 4, 1961

Olive G. George, Assistant Residence Hall Director, WCS-175
Alice M. Schleier, Assistant Residence Hall Director, WCS-100
Mildred E. Stoner, Assistant Residence Hall Director, WCS-173

Note: All will be paid for one month's vacation in addition to June pay.

IV. THE ORGANIZATION

At a special meeting held May 17, 1961, the faculty of Western Illinois University unanimously approved a new constitution.

Faculty members who served as members of the Constitution Committee were Harriet C. Stull (chairman), H. Waldo Horrabin, Reece A. Jones, Arthur R. Olsen, Grace M. Sproull, Robert L. Ferguson, Rolf W. Larson. Merle Lundvall was an alternate member.

IX. PURCHASES

A. Coal

Tabulation of bids received for 6,000 tons of coal for the 1961-62 fiscal year.

<u>Vendor</u>	Total per ton FOB <u>Power House</u>	<u>Mine</u>	B.T.U. per one <u>cent</u>
Truax-Traer	6.10	Red Amber	37,875.6
Peabody Coal	6.25	Key Mine	36,857.1
United Electric	8.55	Banner	28,390.7

No reply was received from the following firms to which bid forms were sent:

Republic Coal Co.	Bell and Zoller
Lafayette Coal Co.	Illinois Coal and Docks Corp.
Freeman Coal Co.	Creek Coal Co.

Sahara Coal Co.
Sterling Midland
Old Ben
Glenn Ice and Fuel Co.

Big Ten
Bruketta Coal Co.
Chicago, Wilmington & Franklin
Reliable Coal Co.

This was advertised in the Champaign News-Gazette.

We recommend that the contract be awarded to Truax-Traer based on high B.T.U. per one cent of 37,875.6. This expenditure will be provided for in the 1961-62 internal budget for the Heating Plant and will be made from General Revenue - Commodities.

B. Elevator Maintenance Contract

Bids were received as follows for maintenance of the eight elevators and lifts for the 1961-62 fiscal year:

Long Elevator, Springfield	\$3,156.00
Otis Elevator, Springfield	No bid
Hollister-Whitney, Quincy	No reply

This was advertised in the state newspaper.

Acceptance of the bid of Long Elevator is recommended. Expenditure will be made from General Revenue - Contractual Services as provided in the 1961-62 budget for building maintenance.

C. Office Machines Maintenance Contract

Bids were received as follows for the annual service agreement for office machines for the 1961-62 fiscal year:

Dunsworth Macomb Book & Stationers, Macomb	\$2,695.00
R. E. Stuart, Macomb	2,999.50

This was advertised in the state newspaper.

We recommend acceptance of the low bid of Dunsworth Macomb Book & Stationers. The expenditure will be made from General Revenue - Contractual Services as provided in the 1961-62 budget for General Administrative Expense.

D. Spectrophotometer

Invitations to bid were issued on the following, and replies received as listed:

One Perkin-Elmer Model (or approved equivalent) 137B
Infracord Spectrophotometer for 110 volts, 60 cycle power.

Perkin-Elmer Corp., LaGrange	\$4,050.00
Shipping charges	25.00
	<hr/> 4,075.00

E. H. Sargent Co., Chicago	No bid
Fisher Scientific, Chicago	No bid
Chicago Apparatus, Chicago	No bid

This was advertised in the state newspaper.

We recommend acceptance of the bid of Perkin-Elmer Corporation. The expenditure will be made from Income Fund - Equipment (1960-61 fiscal year) for the Chemistry Department.

E. Gas Chromatograph

Bids were received as listed for:

1 Gas Chromatograph. F & M Scientific Corp., linear programmed high temperature gas chromatograph, model 500B, with Minneapolis-Honeywell recorder.

F & M Scientific Corp., New Castle, Del.	\$3,225.00	
Shipping charges	<u>30.00</u>	\$3,255.00
E. H. Sargent & Co., Chicago (substitution offered)		4,165.00
Chicago Apparatus, Chicago (substitution offered)		4,820.00
Fisher Scientific, Chicago		No bid

This was advertised in the state newspaper.

We recommend acceptance of the bid of F & M Scientific Corporation. The expenditure will be made from Income Fund - Equipment (1960-61 fiscal year) for the Chemistry Department.

F. Annual Rental for Farm Machinery

Bids were received as listed for annual rental of farm machinery. The bids were secured for the biennium, July 1, 1961 to June 30, 1963, with the rental to be paid annually.

Rural Equipment Co., Macomb

For Allis Chalmers equipment (for biennium)	\$5,361.22
(to be paid annually)	2,680.61
For Oliver equipment (for biennium)	6,379.44
(to be paid annually)	3,189.72

Chenoweth Equipment Co., Macomb

For Ford or Minneapolis Moline equipment (for biennium)	6,778.00
(to be paid annually)	3,389.00

International Harvester, Roseville	No bid
Macomb Implement Co., Macomb	No bid

This was advertised in the state newspaper

We recommend acceptance of the low bid of Rural Equipment Co., for rental of Allis Chalmers equipment. The expenditure will be made from General Revenue - Contractual Services as provided in the budget for the Agriculture (Farm) Department.

G. Organ

Invitations to bid were issued on the following, and bids received as listed:

1 Allen Organ, model TC-4, per specifications (or approved equivalent), less trade-in: 1 Hammond Organ, inventory tag #2488.

Allen Organs, Chicago	\$8,000.00	
Less trade-in	<u>1,700.00</u>	
	6,300.00	
Less 2%	<u>126.00</u>	\$6,174.00

House of Organs, Champaign	\$8,845.00	
Less trade-in	<u>500.00</u>	\$8,345.00
House of Organs, Chicago		
Alternate bid: Classic Model TC-4	8,780.00	
Less trade-in	<u>1,700.00</u>	7,080.00

This was advertised in the state newspaper.

The Music Department recommends the acceptance of the bid for the TC-4 organ in the amount of \$6,174.00, from Allen Organs, Chicago. (In our May report, it was estimated that \$9,000 would be required for a new organ.) The expenditure will be made from Income Fund - Equipment for the Department of Music (1960-61 fiscal year).

X. MISCELLANEOUS

A. Policy on Programs in University Facilities

In general the University schedules programs on the basis of the following criteria:

1. The program is of an educational nature.
2. The program is sponsored by a responsible, recognized university or faculty group. These groups include:
 - a. Schools, divisions and departments of the University.
 - b. National learned, professional and honorary societies.
 - c. Established clubs composed of faculty members and/or their wives.
 - d. Recognized student clubs and organizations.
3. The programs do not interfere with the regular work of the University or any department.
4. The group or the individual, whichever is appropriate, has legal sanction to operate in Illinois. Representatives of political parties which are legal in the State of Illinois may speak on campus.

Exceptions may be made to the second group of criteria listed above only in the case of community-wide organizations such as the Kiwanis Travel and Adventure Series or the Macomb Community Theatre. These groups must, of course, meet the other two criteria.

A. L. Knoblauch
President

MINUTES OF THE MEETING OF THE TEACHERS COLLEGE BOARD
Eastern Illinois University
Charleston, Illinois

June 19, 1961

The regularly scheduled meeting of the Teachers College Board convened at 8:30 A.M., Monday, June 19, 1961, in the Student Senate Room of the University Union, Eastern Illinois University, Charleston, Illinois. Mr. R. A. Stipes, Jr., Chairman of the Board, presided.

Mr. Stipes called the meeting to order, roll was called and the following members answered present:

Mr. R. A. Stipes, Jr., Chairman	Mr. William E. McBride
Mr. Clarence R. Ropp, Secretary	Mrs. Harriet Lowden Madlener
Mr. Carl Dunbar	Mr. Paul Stone
Mr. Morton H. Hollingsworth	Mr. George T. Wilkins

The following members were absent:

Mr. Noble J. Puffer	Mr. William E. Reed
Mr. James A. Ronan	

Also present were the following:

Dr. Leslie A. Holmes, President
Mr. Z. Harold Dorland
Northern Illinois University

Dr. Robert G. Bone, President
Mr. Preston Ensign
Illinois State Normal University

Dr. Quincy Doudna, President
Mr. Kenneth Hesler
Mr. Raymond R. Gregg
Eastern Illinois University

Dr. A. L. Knoblauch, President
Dr. A. B. Roberts
Mr. J. M. Grigsby
Western Illinois University

Dr. Richard G. Browne, Executive Officer
Mr. Richard F. Dunn
Mr. Arthur Samore
Teachers College Board

Mr. William P. Froom, the Board's appointee, was present representing newspaper coverage of this meeting. Mr. Jack A. Alfeld, Assistant Director, Department of Finance, was also present.

Mr. Stipes asked that the minutes of the meeting of May 15 be corrected to show Mr. Reed as Chairman of the Graduate and General Curriculum Committee.

Mr. Ropp moved that the minutes of the meeting of May 15, 1961, be approved as corrected. Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Stipes stated that Board members had received copy of the proposed amendments to the By-Laws, as follows:

1. Amend Article V, Section 2, by deleting from the list of regular committees the following:

"Salary Schedule and Personnel"
 "Board Meetings"

and by adding thereto the following:

"Executive Committee"

2. Amend Article V by deleting all of Section 5 and substituting therefor the following:

"Section 5. The Executive Committee shall have the power to approve requisitions and additions to contracts if the amount involved is less than \$1500. It shall also perform such other duties as may be specifically delegated by the Board."

3. Amend Article IV, Section 3, by making the last sentence read as follows:

"Provided, that addition to contracts for the construction, alteration, or repair of any building may be approved by the Executive Committee if the amount is less than \$1500 and does not exceed ten per cent of the original contract amount."

Mr. Wilkins moved that the proposed amendments to the Board By-Laws, Governing Policies and Practices be adopted. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Stipes submitted the following appointments to the Executive Committee to serve until the end of the present committee year (March 31, 1962):

Mr. Dunbar
 Mr. Ropp
 Mr. Puffer

Mr. McBride moved approval of the appointment of Mr. Dunbar, Mr. Ropp and Mr. Puffer to the Executive Committee. Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

REPORTS OF COMMITTEES - Building Committee

Northern Illinois University

Mr. Dunbar, Chairman of the Building Committee, moved approval of the preliminary plans for a Science Building, as presented by a representative of the firm of Graham, Anderson, Probst, & White, Architects, Chicago. Mr. Hollingsworth seconded the motion and it was unanimously carried.

Mr. Dunbar moved approval of the preliminary plans for a Practical Arts Building, as presented by a representative of the firm of Samuelson & Sandquist, Architects, Chicago. Mrs. Madlener seconded the motion and it was unanimously carried.

Mr. Dunbar moved that Mr. Kenneth Thelen, architect, DeKalb, be employed on a contingency basis to prepare plans and specifications for rehabilitation work, including the proposed astronomical and radar equipment room on the 8th and 9th floors of the Science Building, subject to the availability of funds for the project. Mr. Stone seconded the motion and it was unanimously carried.

Mr. Dunbar moved approval of a credit in the amount of \$1,316.40, to the contract for general work on the University Center, held by Edward Gray Corp., Chicago, as follows:

Substitute cold spring agate for cold spring red granite for exterior boards, treads and nosing portions of this job	\$ 266.40
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Allowance on finishing hardware	1,050.00
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(Credit to Series '60 Construction Contingency.) Mr. Ropp seconded the motion and it was unanimously carried.

Mr. Dunbar moved approval of changes in the contract for general work on the Residence Hall Group I, West Campus, held by Felmley-Dickerson Co., Bloomington, as follows:

For omission of kitchen cabinets and electric ranges	Credit \$ 850.00
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Installation of translucent wall panels forming a partition between dining rooms and lounge and corridor areas	Add 13,000.00
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Architect's fees	585.00
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To provide access door, stair and ramp from storage room to corridor	Add 634.00
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Architect's fees	28.53
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Additions to contracts - \$12,784.00 Architects fees - \$613.53

for a total addition to the project of \$13,397.53. (Payable from Series '60 Contingency Fund.) Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved approval of an addition to the contract for electrical work on the Residence Hall Group I, West Campus, held by Virgil Cook & Sons, for electrical work to provide access door, stair and ramp from storage room to corridor, in the amount of \$38.00, plus architect's fees in the amount of \$1.71, for a total addition to project in the amount of \$39.71. (Payable from Series '60 Contingency Funds.) Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved approval of an addition to the contract for plumbing work on the Residence Hall Group I, West Campus, held by Fred Bond Plumbing Co., Chicago, for plumbing work for the installation of the air conditioning system at a later date, in the amount of \$1800.00, plus architect's fees in the amount of \$81.00, for a total addition to project in the amount of \$1,881.00. (Payable from Series '60 Contingency funds.) Mr. Wilkins seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved to award contracts for rehabilitation projects, as follows:

For draperies and stage curtains, in the Auditorium, Administration Building, in the amount of \$3,858.33, to Art Drapery Studios, Chicago, lowest responsible bidder.

For re-upholstering and rebuilding with new materials, and replacing the fabric on approximately 812 auditorium seats in the Auditorium, Administration Building, in the amount of \$3,045.00, to Chicago Used Chair Mart, Chicago, lowest responsible bidder.

To provide and install approximately 108 units of auditorium seating in the balcony of the Auditorium, Administration Building, in the amount of \$2,474.28, to American Seating Co., Chicago, lowest responsible bidder.

To provide acoustical tile in the Band Room, Fine Arts Building, and in the office of the Director of Placement, in the amount of \$1,658.45, to Bertel Peterson Co., Rockford, lowest responsible bidder.

Total rehabilitation project contracts to be awarded - \$11,036.06, subject to the re-release of rehabilitation funds by Governor Kerner.

Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved to award contract to Berlin Chapman Co., Berlin, Wisconsin, lowest responsible bidder, for 2 sections of closed-deck type portable bleachers for the stage of the auditorium in the Administration Building, in the amount of \$3,500.00. (Payable from Summer School Activity Funds, if available.) Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Illinois State Normal University

Mr. Dunbar moved to record the award of a contract in the amount of \$3,884.90, to Ken Whitmer, Carlock, Illinois, and Wagner's Bulldozing Co., Bloomington, Illinois, lowest responsible bidder, for construction of a pond on the farm, award having been made on telephone approval. (Payable from Contractual Services.) Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved to grant permission to ISNU to negotiate for the rental of a brick home located across School Street from the campus, to use for office space for sixteen to eighteen staff members, at a rental from \$100.00 to \$150.00 per month. Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved that ISNU be authorized to pay \$5,000.00 to the Town of Normal for the University's share of the cost of widening and improving Beaufort Street, which is the cost of curb and gutter on the University's side of the street, 1250 feet at \$4.00 per foot. (Payable from contractual services.) Mr. Stone seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved that Mr. Richard F. Dunn, Legal Counsel, be authorized to negotiate with the officials of the Town of Normal and the Planning Commission, in planning an east-west thoroughfare through the town of Normal, cutting through two small sections of the property of ISNU, with the understanding that there would be no dollar cost to the University. Mr. Ropp seconded the motion and it was unanimously carried.

Mr. Dunbar moved that the President and Secretary of the Board be authorized to sign a contract in the amount of \$17,700.00, for the purchase of property in Normal, Illinois, known as the Grimes Property, legal description as follows:

The east half of lots 10, 11, except the West
55 feet thereof, in Block 5 in the 23rd addi-
tion to the Town of Normal, McLean County, Illinois.

(Payable from appropriation for land acquisition.) Mr. Wilkins seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Eastern Illinois University

Mr. Dunbar moved to award contract in the amount of \$15,970.00, to Goodwin-McElroy Co., Inc., Mt. Zion, Illinois, lowest responsible bidder, for Storm Sewer Extension on the South Campus, plus architects fees at 6% in the amount of \$958.20, to Lundeen & Hilfinger, Architects and Engineers, Bloomington, Illinois. (Payable from Contractual Services.) Mr. Stone seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved that the following improvements be made to existing student residence halls and union building:

Lincoln and Douglas Halls - conversion of the three small ground floor recreation rooms to double living rooms to provide total additional capacity of six students, at an estimated cost of \$7,500.

Ford, McKinney, and Weller Halls - install formica cupboards in the two kitchens in each building, re-arrange the zone heating thermostats to correct any uneven heating conditions and eliminate foundation water leaks, at an estimated cost of \$4,050.

University Union Building - install coin-operated public lockers for patrons' use in storing personal property, at an estimated cost of \$1,805.

(Payable from part of the proceeds of the proposed issue of \$600,000 Residence Halls and Student Center Improvement Bonds, Series 1961.) Mr. McBride seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar submitted the report of Lundeen & Hilfinger, Architects and Engineers, Bloomington, on bids received for the additions to Pemberton Hall, as follows:

General Construction

	Hart & Reilly Mattoon, Illinois	A. F. Krall Decatur, Illinois
Base Bid	\$319,975.00	\$334,900.00
Recommended Alternates:		
Alternate #1, Vinyl-Asbestos instead of Asphalt Tile. Add	2,496.00	2,621.00
Alternate #2, Acoustic ceilings in Student Rooms. Add	3,550.00	4,275.00
Alternate #3, Convert two rooms in present building to washrooms. Add	956.00	1,063.00
Alternate #4, Remodel east wall of dining room in present building. Add	1,030.00	1,247.00
Alternate #5, Shelving units in Student wardrobes. Add	<u>5,757.00</u>	<u>4,325.00</u>
Total, General Construction Work	\$333,764.00	\$348,431.00

Plumbing Work

Base Bid, Moore & Shepard, Inc., Mattoon	\$ 28,505.00
Alternate #1, 16 lavatories in two rooms in present building converted to washrooms. Add	<u>3,694.00</u>
Total, Plumbing Work	\$ 32,199.00

Heating Work

Base Bid, Jack Muse, Inc., Hillsboro	\$ 31,823.00
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Ventilating Work

Base Bid, Industrial Roofing Co., Mattoon	\$ 12,468.00
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Electrical Work

Base Bid, Harrison F. Blades, Inc., Decatur	\$ 42,779.00
Alternate #1, Dial selective audio return call system instead of annunciator system	750.00
Alternate #2, Electrical work in two rooms in present building converted to washrooms	<u>558.00</u>
Total, Electrical Work	\$ 44,087.00

Food Service Equipment

Base Bid, R & R Equipment & Mfg. Co., St. Louis, Missouri	\$ 37,226.00
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Summary

Total of all construction contracts with recommended alternates, with Hart & Reilly as General Contractor	\$491,567.00
Total of all construction contracts with recommended alternates, with A. F. Krall Construction Co., as General Contractor	506,234.00

Based upon our knowledge and experience, after due investigation, it is our opinion that Hart & Reilly Construction Co., could not be expected to complete the contract, for which they submitted their bid by the specified completion date, and it is therefore our opinion that the lowest responsible bidder on the contract for the general work is the A. F. Krall Construction Co., of Decatur, Illinois.

Mr. Dunbar moved the adoption of the following Resolution:

WHEREAS, Lundeen & Hilfinger, architects on the additions to Pemberton Hall for Eastern Illinois University at Charleston, Illinois, have reported to this Board that they have made an investigation with reference to work done by Hart & Reilly Construction Company, and that although that firm is the low dollar bidder on the said additions to Pemberton Hall, Lundeen & Hilfinger do not consider that Hart & Reilly would complete said work on the specified completion date and therefore they are unwilling to recommend that this Board accept the said bid of Hart & Reilly Construction Co., but do recommend acceptance by this Board of the bid of A. F. Krall Construction Company for the general work on said additions to Pemberton Hall, and

WHEREAS, this Board finds from its previous experience with Hart & Reilly Construction Company on two different contracts on the Eastern Campus that it could not rely upon Hart & Reilly Construction Company completing the additions to Pemberton Hall on the specified date, and in the judgment of this Board, Hart & Reilly Construction Company is therefore not the lowest responsible bidder,

NOW, THEREFORE, BE IT RESOLVED by the Teachers College Board of the State of Illinois for Eastern Illinois University, at Charleston, Illinois, that the bid of Hart & Reilly Construction Company is not the lowest responsible bid, but that the bid of A. F. Krall Construction Company of Decatur is the lowest responsible bid and that said bid be accepted by this Board for the sum of \$348,431.00, for the General Work on the aforesaid additions to Pemberton Hall, using alternates as recommended by the architects on said building.

Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved to award other contracts to the lowest responsible bidders, for additions to Pemberton Hall, as follows:

Plumbing Work - Moore & Shepard, Inc., Mattoon	\$ 32,199.00
Heating Work - Jack Muse, Inc., Hillsboro	31,823.00
Ventilating Work - Industrial Roofing Co., Mattoon	12,468.00
Electrical Work - Harrison F. Blades, Inc., Decatur	44,087.00
Food Service Equipment - R & R Equipment & Mfg. Co., St. Louis	37,226.00

and to approve architects fees in the amount of \$30,374.04, to Lundeen & Hilfinger, Architects & Engineers, Bloomington, Illinois. (Payable from Series 1961 Bond Issue.) Mr. McBride seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Western Illinois University

Mr. Dunbar moved approval of the following changes in the contract for general work on the Library Building, held by Fred Harbers' Sons, Peoria:

For changes in length of caissons	Add	\$2,400.75
For omitting door and wall	Credit	75.00

Total addition to contract - \$2,325.75. (Payable from funds appropriated for the Library.) Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved approval of a credit to the contract for electrical work on the Library Building, held by Art-O-Lite Co., Galesburg, for changes in outlets, fixtures, and other electrical services, in the amount of \$2,951.76. (Credit to funds appropriated for the Library.) Mrs. Madlener seconded the motion and it was unanimously carried.

Mr. Dunbar moved approval of an addition to the contract for Plumbing, Heating, Air Conditioning and Ventilating the Library building, held by Joseph E. Doyle, Jacksonville, to furnish and install necessary service for installation of cooling units on the fourth floor, in the amount of \$800.00. (Payable from funds

appropriated for the Library.) Mr. Wilkins seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Dunbar moved that the residence at 1025 West Adams Street be named "Burns Hall", in honor of James C. Burns, a long-time faculty member at Western. Mr. Stone seconded the motion and it was unanimously carried.

Mr. Dunbar moved that the men's wing of the new dormitory located adjacent to the Student Center be named "Hursh Hall", in honor of Samuel B. Hursh, an early faculty member at Western. Mr. Hollingsworth seconded the motion and it was unanimously carried.

Mr. Dunbar moved that Western be given approval to request permission from the Property Control Division of the State of Illinois to dispose of the poultry house located north of Murray Street near the present agriculture shop, and remove it from the inventory. Mr. Wilkins seconded the motion and it was unanimously carried.

Mr. Dunbar moved approval of the employment on a contingency basis of architects and engineers to draw plans and specifications for the following projects, subject to the availability of funds:

Greenhouse - Lankton, Ziegele, Terry & Associates, Architects-Engineers, Peoria
Clinical Services Building - Scribbins, Feldman, Kusmeyer, Inc., Galesburg,
Architect-Engineer
Campus School - Phillips & Kemp, Architects, Canton
Multiple Purpose and Men's Physical Education Building - Lankton, Ziegele, Terry,
& Associates, Architects-Engineers, Peoria
Classroom Building - Graham, Anderson, Probst & White, Architects-Engineers,
Chicago
Applied Sciences Building - Phillips, Swager & Associates, Peoria
Physical Plant Building - Keith E. Middleton & Associates, Normal
Rehabilitation:
Electrical Loop - Walter G. Kimmel, Engineer, Rock Island
Air Conditioning Science Building - Beling Engineering Consultants, Engineers,
Peoria

Mr. McBride seconded the motion and it was unanimously carried.

Mr. Dunbar moved that Western be authorized to pay one-half the cost of replacing a sewer, on Western's campus adjacent to the lift station on Murray Street, with the understanding that the contract for said work would be awarded after proper bidding and that the total cost of the project will not exceed \$2,900.00, of which Western's share would not exceed \$1,450.00. (Payable from Commodities.) Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

NEW BUSINESS

Mr. Hollingsworth reported on the matter of insurance for the buildings constructed with revenue bond funds on the four campuses. He said that bids had been received for public and institutional property insurance but recommended that these be rejected. He said the Board should obtain an Illinois Inspection Bureau rate and appoint an agent of record, then re-advertise for bids. There was discussion of the three plans of insurance coverage--\$100.00, \$1,000.00, or \$5,000.00 deductible--and the Chairman asked Mr. Samoores to write a letter to the Director of the Department of Finance, inquiring what portion of any loss that Department would take care of.

Mr. Hollingsworth moved that bids received on June 15, 1961, for the furnishing of public and institutional property insurance on various revenue producing buildings located in DeKalb, Charleston, Macomb, and Normal, Illinois, be rejected, due to the fact that the Inspection Bureau has no rate established. Mr. Stone seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Hollingsworth moved that Capen Insurance Agency, Bloomington, Illinois, be named the Agent of Record for the public and institutional property insurance program, with the understanding that this does not obligate the Board. Mr. Ropp seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Hollingsworth moved that the Board renew the contract for Student Health and Accident Insurance with the North American Company, through its agent, Higham, Neilson, Whitridge & Reid, Inc., Chicago, Illinois, for a second year. Mr. Stone seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

REPORTS OF OFFICERS OF THE BOARD

Dr. Browne expressed thanks to the Board for the courtesy extended to him at the Board meeting in May.

Dr. Browne presented his Report No. 94, which consisted of four parts: Part I, Libraries; Part II, Safety Work in Our Universities; Part III, Union Negotiations; and Part IV, Central Office Staff, 1961-62.

Mr. Hollingsworth moved to approve salary increases for the Central Office Staff, as follows:

	<u>Present Salary</u>	<u>Recommended Salary</u>
Richard G. Browne (To Aug. 31, 1961)	\$1,800	\$1,800
Fred H. McKelvey (Beginning Sept. 1, 1961)		1,800
Arthur S. Samoore	1,000	1,100
John P. Ward	625	700
Nell Gibson	450	470
Martha Fletcher	430	470
(To be reclassified as Secretary-Stenographer)		
Denysia Bastas	430	450
Marietta Ruzes	400	420
(To be reclassified as Payroll-Clerk II)		

In addition, Mr. Richard F. Dunn is to continue serving as Legal Advisor to the Board on a contractual basis.

Mr. Wilkins seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Ropp moved that the internal budgets as submitted by the four universities, be approved, subject to some revision later, if necessary. Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

REPORTS OF PRESIDENTS

Mr. Stipes stated that Northern and Western had received awards for their school papers and commended them for this achievement.

Northern Illinois University

Dr. Holmes presented the report for Northern Illinois University.

Mrs. Madlener moved approval of the report for Northern Illinois University as presented by President Holmes. Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Illinois State Normal University

Dr. Bone presented the report for Illinois State Normal University.

There was some discussion of the matter of Faculty Endorsements, and the Chairman suggested that the four presidents discuss this at one of their meetings, inviting Mr. Ropp, Chairman of the Policy Committee, to attend. Board members agreed to this suggestion.

Mr. Ropp moved approval of the report for Illinois State Normal University, with the deletion of Item X, Miscellaneous, C, Parking Regulations. Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Eastern Illinois University

Dr. Doudna presented the report for Eastern Illinois University and asked for the following additions:

Add to Item IV, Organization. Appointment of Dr. Rex Syndergaard as head of the Department of History; and appointment of Dr. Raymond Plath as head of the Department of Social Science.

Add Request transfer of \$5,000 from Contingencies to Contractual Services.

Mr. Stone moved approval of the report for Eastern Illinois University as presented by President Doudna, with additions. Mr. Wilkins seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Western Illinois University

Dr. Knoblauch presented the report for Western Illinois University.

Mr. Dunbar moved approval of the report for Western Illinois University, as presented by President Knoblauch. Mrs. Madlener seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Stipes thanked Dr. Roberts, of Western Illinois University, head of the Department of Audio-Visual, for coming to this meeting. Mr. Kenneth Hesler, Director of Public Relations, Eastern Illinois University, was introduced and welcomed to the meeting.

Board members agreed to the following schedule of future Board meetings:

1961

July	-	Macomb
September	-	Springfield
October	-	DeKalb
November	-	Chicago

1962

January	-	Chicago
February	-	Chicago
March	-	Normal
April	-	Charleston
May	-	Macomb

The Chairman announced that this was the time and place for the considering of bids received for the purchase of \$600,000 Eastern Illinois University Residence Halls and Student Center Improvement Bonds, Series 1961, pursuant to a Notice of Sale published in The Daily Bond Buyer, on June 6, 1961.

Mr. Ropp, Secretary of the Board, reported that the official copy of the Notice of Sale and Official Statement was correct, said Notice being as follows:

NOTICE OF SALE
\$600,000 EASTERN ILLINOIS UNIVERSITY
Residence Halls and Student Center Improvement Bonds
Series 1961

Sealed proposals for the purchase of \$600,000 Residence Halls and Student Center Improvement Bonds, Series 1961, of The Teachers College Board of the State of Illinois for Eastern Illinois University at Charleston, Illinois, will be received by the undersigned at the Office of the Business Manager, Eastern Illinois University, Charleston, Illinois, until 11:30 A.M., Central Daylight Time, on June 19, 1961, at which time and place all bids will be publicly opened, read, and considered

Said bonds will be dated July 1, 1961, of the denomination of \$1,000 each, numbered from 1 to 600, inclusive, and will mature on July 1 in each of the years and in amounts as follows:

<u>Amount of</u> <u>Principal</u> <u>Installment</u>	<u>Due</u>	<u>Amount of</u> <u>Principal</u> <u>Installment</u>	<u>Due</u>
\$45,000	1963 and 1964	\$60,000	1970 and 1971
50,000	1965 through 1967	65,000	1972 and 1973
55,000	1968 and 1969		

Bonds maturing on July 1 in each of the years 1967 through 1973 shall be redeemable as a whole or in part in their inverse numerical order prior to their maturity on July 1, 1966, or on any interest payment date thereafter at par plus accrued interest plus a premium on each bond so redeemed equal to \$5 for each year or fraction thereof between the date of such redemption and the stated maturity date of such bond.

Interest will be payable January 1, 1962, and semiannually thereafter, both principal and interest to be payable at such bank or trust company in the State of Illinois as may be mutually agreed upon by The Teachers College Board and the purchaser of the bonds. An alternate paying agent within or outside the State of Illinois may be designated by mutual agreement, provided both paying agents are correspondents

of each other. The purchaser of the bonds shall designate a preference of paying agent or agents to the undersigned by June 30, 1961.

Said bonds are authorized to pay the cost of remodeling improvements to six existing residence halls known as Pemberton, Lincoln, Douglas, Ford, McKinney, and Weller Halls and to the existing University Union building, all on the campus of said University.

Said bonds are payable solely from and secured by a pledge of and a lien on the net revenues to be derived from said residence halls and University Union building so to be improved, except the revenues of the dining facilities of Lincoln and Douglas Halls, all junior and subordinate in all respects to the pledge of said revenues under the terms of the resolution adopted November 29, 1956, authorizing Residence Hall and Student Center Revenue Bonds, Series 1956, of which \$2,180,000 are now outstanding, and further junior and subordinate in all respects to the pledge of the revenues of Lincoln and Douglas Halls under the terms of the resolution adopted October 23, 1950, authorizing Student Residence Halls Revenue Bonds, Series of 1950, dated November 1, 1950, of which \$130,000 are now outstanding.

No bids of less than par and accrued interest will be considered. Bids must be for all of the bonds bearing interest at a rate or rates not to exceed Five Per Cent (5%) per annum. In determining the best bid, the interest cost will be computed by determining the interest from July 1, 1961, to absolute maturity at the rate or rates specified by the bidder and deducting therefrom any premium offered. Bidders may specify the rate or rates of interest in multiples of 1/8 or 1/10 of 1%, but all bonds of the same maturity shall bear the same single rate of interest throughout their life.

The sale and award of the bonds will be subject to mutual agreement on paying agent or agents and to the final approving legal opinion of Chapman and Cutler, Attorneys, Chicago, Illinois, said opinion to be furnished without expense to the purchaser, and at the option of the purchaser will be printed on each bond without cost. The bonds will be delivered to the purchaser in Chicago, Illinois, within approximately 45 days from date of award.

The right is reserved to reject any or all bids, and any bid not complying with this notice of sale will be rejected. Each bid must be enclosed in a sealed envelope addressed to The Teachers College Board of the State of Illinois, and should be marked on the outside "Proposal for Eastern Illinois University Bonds" and must be accompanied by a certified or cashiers check drawn upon an incorporated bank or trust company to the order of said The Teachers College Board of the State of Illinois for \$12,000 as a good faith deposit to secure The Teachers College Board against any loss from the failure of the bidder to comply with the terms of his bid. No interest will be allowed on the amount of the good faith deposit, and the checks of all bidders except the one to whom the award is made will be returned immediately.

Further information may be obtained from the undersigned or Barcus, Kindred & Company, 231 South LaSalle Street, Chicago 4, Illinois, Fiscal Agents for The Teachers College Board.

Dated this 6th day of June, 1961.

Clarence Ropp
Secretary of The Teachers College Board of
the State of Illinois

\$600,000
EASTERN ILLINOIS UNIVERSITY
Residence Halls and Student Center Improvement Bonds
Series 1961

B O N D Y E A R S

Bonds Due <u>7/1</u>	<u>Par Amount</u>	Years <u>From 7/1/61</u>	<u>Bond Years</u>	Cumulative <u>Bond Years</u>
1963	\$ 45,000	2	90	90
1964	45,000	3	135	225
1965	50,000	4	200	425
1966	50,000	5	250	675
1967	50,000	6	300	975
1968	55,000	7	385	1,360
1969	55,000	8	440	1,800
1970	60,000	9	540	2,340
1971	60,000	10	600	2,940
1972	65,000	11	715	3,655
1973	65,000	12	780	4,435
	<u>\$600,000</u>		<u>4,435</u>	

Average Maturity - 7.4 Years

G E N E R A L I N F O R M A T I O N

(Compiled from official sources by Barcus, Kindred & Company, Fiscal Agents for The Teachers College Board, and, while not guaranteed as to completeness nor accuracy, is believed to be correct. A complete copy of the resolutions authorizing the various issues of bonds referred to herein may be obtained from Barcus, Kindred & Company.)

The Teachers College Board of the State of Illinois, organized pursuant to Chapter 122 of the laws of the State of Illinois, is comprised of nine members appointed for overlapping six-year terms by the Governor with the advice and consent of the Senate, and, as ex-officio members, the Superintendent of Public Instruction and the Director of the Department of Finance of the State of Illinois. The present organization of the Board is:

Appointed Members

R. A. Stipes, Jr., Chairman	Champaign
Clarence Ropp, Secretary	Normal
Carl Dunbar	Macomb
Morton H. Hollingsworth	Joliet
Harriet Lowden Madlener	Oregon
William E. McBride	Chicago
Noble J. Puffer	Chicago
William E. Reed	Oak Park
Paul Stone	Sullivan

Ex-Officio Members

George T. Wilkins, Superintendent of Public Instruction -	Springfield
James A. Ronan, Director, Department of Finance	- Springfield

Under the control of this Board are four institutions of higher education with a combined total enrollment of over 17,000: Eastern Illinois University, Charleston; Northern Illinois University, DeKalb; Illinois State Normal University, Normal; and Western Illinois University, Macomb.

Eastern Illinois University, a State supported institution founded in 1895, is located at Charleston (1960 population - 10,505), about 200 miles south of Chicago. The University conducts both an undergraduate and graduate school, and awards degrees of both Bachelor and Master of Science in Education as well as Bachelor of Arts and Bachelor of Science without preparation for teaching. It is accredited by the North Central Association of Colleges and Secondary Schools and by the National Council for Accreditation of Teacher Education. The University enrollment for the fall quarter of 1960 was 2,863. The faculty numbers over 280.

The campus consists of 238 acres with buildings and equipment valued at over \$12 million. Also there is expected to be constructed at Eastern over \$7 million in classroom and other buildings under allocation of the Illinois State general obligation bond issue authorized by voters in November, 1960, for buildings at all six State supported institutions of higher education (University of Illinois and Southern Illinois University as well as the four institutions administered by The Teachers College Board.)

No tuition is charged Illinois resident students attending the University, but there is in effect the following schedule of quarterly fees charged all full time students:

Registration Fee	\$40
Student Activities & Bond Revenue Fees*	<u>30</u>
Total Quarterly Fees	\$70

* Includes \$9 per quarter allocated to the union building, one of the facilities whose net revenues are pledged to this \$600,000 bond issue.

Non-residents of Illinois pay \$56.66 per quarter more registration fee than shown. Fees for the shorter summer session are proportionately less than those for the regular academic quarter shown above.

Legal Authority:-These bonds will be issued by The Teachers College Board of the State of Illinois for Eastern Illinois University at Charleston, Illinois, pursuant to the provisions of an act authorizing the Board to build and equip residence halls, student union buildings, and other structures with the proceeds of bonds payable from the revenues thereof (Sections 59a to 59e, Chapter 127, Illinois Revised Statutes 1959), approved by the General Assembly of the State of Illinois; and pursuant to a resolution to be adopted by the Board.

Purpose of Bond Issue:-The proceeds of these bonds together with \$15,000 cash on hand will be used to make improvements to all six dormitories on the campus (increasing their aggregate capacity from 861 to 976 students) and to the union building. Estimated cost of the project, which is expected to be completed by September 1962, is shown below:

Construction, Including Fixed Equipment . . .	\$519,589*
Furniture & Movable Equipment	32,000
Architect, Legal, Fiscal Fees	42,000
Contingencies	<u>21,411</u>
Total Project Cost	\$615,000
Less Cash on Hand	<u>15,000</u>
This Bond Issue	\$600,000

* All except \$13,355 of this amount is covered by construction bids already received.

No interest is capitalized because pledged revenues derived from existing facilities are currently adequate for debt service on these bonds.

Security:-These bonds will be secured by a lien on the net operating revenues of the union building, built in 1957, and the following dormitories:

	Year Built	Present Capacity		Capacity With Present Project Additions	
		Room	Board	Room	Board
Pemberton Hall	1909	93	93	202	202
Lincoln Hall	1952	156	---(a)	159	---(a)
Douglas Hall	1952	156	---(a)	159	---(a)
Ford Hall	1957	152	152(b)	152	152(b)
McKinney Hall	1957	152	152(b)	152	152(b)
Weller Hall	1957	<u>152</u>	<u>152(b)</u>	<u>152</u>	<u>152(b)</u>
Total		861	549	976	658

Notes:- (a) Hall contains both board and room facilities, but food service revenues are not pledged to any bonds except \$130,000 outstanding Series 1950. (b) Hall consists of room facilities only, but occupants are charged for both board and room and provided board in the union building (whose revenues are pledged to these bonds).

Series 1956 bonds (\$2,180,000 outstanding) have a prior lien on all such net revenues, and Series 1950 bonds (\$130,000 outstanding) have a further prior lien on the total net revenues of Lincoln-Douglas Halls. The lien of these \$600,000 Series 1961 bonds is subject only to that of such \$2,310,000 total outstanding bonds and is closed.

The facilities outlined above comprise all the housing and dining facilities owned by the University except 60 apartments for married students. The Board will covenant in the resolution authorizing these \$600,000 bonds to require the maximum use of all buildings whose revenues are pledged to these bonds before use of any subsequently built buildings; to fix, revise and collect fees and charges for the use thereof (including student union fees) to provide funds sufficient at all times to pay the reasonable cost of operation and maintenance thereof, to pay principal and interest on these bonds when due, and to provide at the rate of \$15,000 per year a bond reserve account of \$75,000 for these \$600,000 bonds.

Historic Enrollment:-

<u>Year</u>	<u>Fall</u>	<u>Summer</u>	<u>Year</u>	<u>Fall</u>	<u>Summer</u>
1953-54	1,223	726	1957-58	2,162	1,142
1954-55	1,597	827	1958-59	2,405	1,144
1955-56	1,919	905	1959-60	2,507	1,085
1956-57	2,086	1,007	1960-61	2,723	---

These figures represent full time on-campus students who pay full fees. Total enrollment is higher. For example, in the fall of 1960 there were 140 part time students on campus, making total on-campus enrollment 2,863.

Pledged Earnings:- Shown herewith are the actual earnings of the facilities pledged to these \$600,000 bonds for the most recent 12 months available. Dormitory rates are to be increased both next fall and in 1962. The following schedule shows a pro forma statement of earnings of the present facilities at 1962 rates as well as estimated earnings with the dormitory additions to be constructed with part of the proceeds of these bonds, which are expected to be completed by the fall quarter 1962.

	Actual 12 Mos Ended 4/30/61	Add For Rate Increase	Pro Forma Pres Units @ Increased Rates	Add For Dorm Add'ns(c)	Est With Dorm Add'ns
Dormitory Room Charges	\$212,959	\$16,381	\$229,340	\$27,468	\$256,808
Dormitory Board Charges	251,382	10,930	262,312	47,088	309,400
Student Union Fees	79,786		79,786		79,786
Other Gross Revenue (a)	241,925		241,925		241,925
Total Gross Revenue	\$786,052		\$813,363		\$887,919
Operating Expenses	493,182		493,182	54,936(d)	548,118
Net Before Depr & Dt Serv	\$292,870		\$320,181		\$339,801
Less <u>Maximum</u> Annual Debt Service Requirements of Prior Lien Bonds (b)	157,989		157,989		157,989
Net Available To These \$600,000 Bonds	\$134,881		\$162,192		\$181,812

Debt Service Coverage

These \$600m Bds as 4's:

Max Interest (\$24,000) Cov'd	5.6x	6.8x	7.6x
Avge Dt Serv (\$68,491) "	2.0x	2.4x	2.7x
Max Dt Serv (\$70,400) "	1.9x	2.3x	2.6x

Notes:- (a) Consisting mainly of snack bar, banquet, and other general food service in the University Union. (b) Principal and interest (summarized on a following page) plus \$12,500 annual required deposit to the Series 1956 Depreciation Fund. All other reserve funds for prior lien bonds have been established in their full required amounts as shown on a following page. (c) Based on assumption that the board and room facilities for 109 students to be added with part of the proceeds of this bond issue (ignoring the 6 additional students in Lincoln-Douglas Halls, whose room revenue only is pledged to this issue) will be used only for the 36-week regular academic year - 3,924 "student-weeks." (d) Based on \$14 per "Student-week." Actual experience in the 312 capacity existing dormitory facility whose style of operation will be followed in the building being enlarged was, during the 12 months ended 4/30/61, \$13.91.

It should be noted that there has been made no allowance in the foregoing schedule for increased revenues from student union fees and other union building activities which can be expected to increase with the University's enrollment as additional student housing becomes available.

Dormitory and Union Fees and Charges:- There is no change contemplated in the present student union fee, which is \$9 per academic quarter for each full time student. Charges for services rendered by the union building are set from time to time by the Business Manager of the University, under the provisions of a Teachers College Board resolution requiring that they be not less than 110% of the direct cost of rendering such service. Board and room rates are uniform for all residence hall facilities on the campus and are scheduled for a slight increase in each of the next two years, as shown below:

	Charge Per Week*		
	Board	Room	Total
Current (Since September 1959)	\$11.50	\$6.50	\$18.00
Effective September 1961	12.00	6.50	18.50
Effective September 1962	12.00	7.00	19.00

- * Board and room charges are actually collected for a full academic quarter in advance, with provision for partial refund to any residents who must leave the University during the quarter.

Debt Service Requirements, these \$600,000 bonds, assuming an interest rate of 4%:-

Yr End 7/1	Princ	Int	Total	Yr End 7/1	Princ	Int	Total
1962	-0-	\$24,000	\$24,000	1969	\$55,000	\$12,200	\$67,200
1963	\$45,000	24,000	69,000	1970	60,000	10,000	70,000
1964	45,000	22,200	67,200	1971	60,000	7,600	67,600
1965	50,000	20,400	70,400	1972	65,000	5,200	70,200
1966	50,000	18,400	68,400	1973	65,000	2,600	67,600
1967	50,000	16,400	66,400				
1968	55,000	14,400	69,400	1963-73 Annual Average			\$68,491

Prior Lien Debt Service:- Shown below is a summary of the principal and interest requirements of prior lien bonds:

Yr End 6/30	Series 1950 Princ & Int	Series 1956 Princ & Int	Combined Ser '50 & '56 Princ & Int
1962	\$ 8,720	\$127,956	\$136,676
1964	8,570	125,581	134,151
1968	14,135	129,881 (a)	144,016
1974	16,295	129,194	145,489 (a)
1978	17,448 (a)	125,288	142,736
1984	16,220 (b)	123,544	139,764
1989		125,969	125,969
1994		123,881	123,881
1997		122,850 (b)	122,850
1962-84 Annual Average			\$134,707
1962-97 Annual Average			\$130,717

Notes:- (a) Maximum annual principal and interest.
(b) Final maturity.

The resolutions authorizing the two outstanding issues of prior lien bonds require that specified annual deposits be made to specified reserves until certain amounts have been accumulated therein, with the provision that any depletion of said reserves shall be restored by resumption of annual deposits in the specified annual amounts. All such reserves have now been accumulated in the full required amount except the Series 1956 Depreciation Fund, as summarized below:

	Series 1950	Series 1956	Combined
Bond Reserve Fund:			
Annual Deposit	\$ 4,500	\$ 12,500	\$ 17,000
Maximum Balance Required	22,500	125,000	147,500
Present Balance	23,407*	125,000	148,407
Depreciation Fund:			
Annual Deposit	\$ 4,500	\$ 12,500	\$ 17,000
Maximum Balance Required	22,500	125,000	147,500
Present Balance	48,006*	37,500	85,506

* Funded reserves plus unfunded surplus on hand in Series 1950 accounts actually exceed the full \$130,000 outstanding principal amount of Series 1950 bonds.

No Additional Bonds payable from any of the revenues pledged to these Series 1961 bonds may be issued unless junior and subordinate in all respects to these Series 1961 bonds.

Flow of Funds:- Although as shown in other schedules of this official statement the balance on hand in the various accounts established by the Series 1950 bond issue is more than the entire \$130,000 principal amount of such bonds remaining outstanding,

the board and room revenues of Lincoln and Douglas Halls (which are pledged to, and constitute sole security of, the 1950 bonds) must, until all of said Series 1950 bonds are retired, continue to be applied in accordance with the Series 1950 bond resolution, which provides that they be used:

First to pay operation and maintenance expense of Lincoln and Douglas Halls.

Next to pay current principal and interest requirements on the Series 1950 bonds.

Next to create (and restore if depleted) by \$4,500 annual deposits a Depreciation Account of \$22,500.

Next to create (and restore if depleted) by \$4,500 annual deposits a Series 1950 Bond reserve of \$22,500.

Any revenues of Lincoln and Douglas Halls remaining after meeting the foregoing requirements may, under the terms of the Series 1950 bond resolution, be used to pay principal and interest on junior lien bonds. The Series 1956 issue created a lien junior to that of the Series 1950 bonds on the room rental operation (as distinguished from the dining hall operation) of Lincoln and Douglas Halls, and the Series 1956 bond resolution provides for application of Lincoln-Douglas room rental revenues remaining after satisfaction of the Series 1950 requirements, to the Bond Account and Bond Reserve Account (described below) for the Series 1956 bonds. The 1956 bond resolution further provides that, on final retirement of the Series 1950 bonds, the rooming facilities of Lincoln and Douglas Halls shall constitute part of the Series 1956 "project," which otherwise consists of the University Union and the dormitories known as Pemberton, Ford, McKinney, and Weller Halls.

The Series 1956 bond resolution provides that the gross income and revenues derived from the fees and charges collected from the continued use and operation of the Series 1956 project (defined in the preceding paragraph) shall within three days after receipt thereof be paid to the Treasurer of the State of Illinois and set aside in a special fund to be used only for the following purposes in the following order:

1. Into the Operation and Maintenance Account monthly shall be deposited such sum of money as shall be necessary to pay the current expenses of the operation and maintenance of the project in an efficient and economical manner.
2. Into the Series 1956 Bond Account monthly shall be deposited 1/6th of the interest and 1/12th of the principal then next due on the Series 1956 bonds.
3. Into the Series 1956 Bond Reserve Account \$6,250 shall be deposited semi-annually until a \$125,000 balance has been accumulated. (This \$125,000 balance has now been accumulated in full in advance of requirement.)
4. Into the Depreciation Account \$6,250 shall be deposited semiannually until a \$125,000 balance has been accumulated, to be used only for the purpose of paying the cost of extraordinary repairs, upkeep, and replacements in, on, or about the Series 1956 project, or to prevent default in payment of principal and interest on the Series 1956 bonds.

The Series 1956 bond resolution provides that all revenues from the Series 1956 project remaining at the end of any fiscal year (June 30) after all the foregoing deposits have been made shall be deemed surplus and may be used for any lawful purpose. The resolution authorizing these \$600,000 Series 1961 bonds requires that all such surplus at the end of each fiscal year shall be set aside in a Series 1961 Revenue Fund to be applied:

First to deposit in the Series 1961 Bond Account such amount as is necessary to pay when due all principal and interest on the Series 1961 bonds.

Next to deposit in the Series 1961 Bond Reserve Account \$15,000 each year until a balance of \$75,000 has been accumulated.

Next to any legal purpose.

The resolution authorizing these \$600,000 Series 1961 bonds further provides that, upon retirement of all prior lien bonds, the deposits to the Series 1961 Revenue Fund shall consist of the gross revenues of the pledged facilities and requires that, before any of the applications listed above, the current expenses of operation and maintenance of the pledged facilities be paid in full.

Debt History:- The Teachers College Board of the State of Illinois has, since 1947 when enabling legislation was first passed, issued revenue bonds to finance 20 projects at the universities under its control. In each case the Board has required that the facilities, as soon as built, be operated in such a way as to produce revenues substantially in excess of all requirements, including those for various reserves.

Three of these 20 bond issues have been for projects at Eastern Illinois University. As shown on a preceding page, revenues for two of these (Series 1950 and 1956) for the 12 months ended 4/30/61 covered maximum annual principal and interest requirements of those two issues by more than 2 times. During the same 12 months, net revenues of the married student apartments (pledged to the third issue - Series 1957) were more than 1.4 times maximum annual principal and interest requirements (\$22,156) on the Series 1957 bonds.

Although less than six years average have elapsed since issuance of the University's outstanding bonds, which mature serially to 12/1/96, the present net debt, as shown below, is only 76.5% of the amount originally issued.

	A s O f 6 / 1 / 6 1				
	Original Issue	Amount Outstanding	Reserve Fund Balance(a)	Other Net Current Assets(b)	Net Debt(c)
Series 1950	\$ 400,000	\$ 130,000	\$ 85,790	\$49,858	\$ (5,648)
Series 1956	2,250,000	2,180,000	196,425	39,861(d)	1,943,714
Series 1957	500,000	486,000	9,327	4,940	471,733
Total	\$3,150,000	\$2,796,000	\$291,542	\$94,659(d)	\$2,409,799

Notes:- (a) Aggregate of Interest and Sinking Fund (in excess of accrued interest), Bond Reserve Fund and Depreciation Fund. (b) Although net current assets in excess of Reserve Funds' requirements are not required to be held for debt service, they may be so used. (c) After deduction of both net current assets and Reserve Funds' balances. (d) Not including \$15,000 to be used for present project.

Future Financing:- The only further financing contemplated for Eastern Illinois University during 1961 is a possible issue of approximately \$2 million revenue bonds to construct a dormitory of 400-student capacity. These bonds will not be offered for sale before 11/1/61, nor be payable from any of the revenues pledged to this \$600,000 issue. Occupancy of such additional dormitory will be subject to the prior occupancy of the dormitories whose revenues are pledged to this \$600,000 issue.

The Teachers College Board has plans for financing projects at other schools under its jurisdiction during 1961, consisting of an issue of approximately \$3 million 40-year serial revenue bonds on which bids are expected to be received 7/17/61 for a dormitory at Western Illinois University and approximately \$750,000 revenue bonds to be sold later in the year to augment an expected State appropriation for construction of a physical education field house at Illinois State Normal University. Any such bonds will be payable solely from the revenues of the facilities financed thereby and will be sold by advertised competitive bidding.

Overall Institutional Operations:- Shown herewith is a condensed summary of total income and expenditures (not including capital items nor bond principal retirement) of Eastern Illinois University for the fiscal year ended 6/30/60:

Income

Education & General Operations:

State Appropriations	\$3,207,364 (a)	
Registration Fees & \$16,369 Miscellaneous	<u>191,021</u>	
		\$3,398,385

Revenue Bond Funds:

Series 1950	\$ 209,765	
Series 1956	655,504	
Series 1957	<u>11,025</u>	
		876,294

Auxiliary Enterprises		117,013
National Science Foundation		<u>56,956</u>
Total Income		\$4,448,648

Expenditures

Education & General Operations		\$3,196,952
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Revenue Bond Funds: (b)

Series 1950	\$ 184,325	
Series 1956	577,893	
Series 1957	<u>11,374</u>	
		773,592

Auxiliary Enterprise Funds		99,377
National Science Foundation		<u>56,956</u>
Total Expenditures		\$4,126,877

Excess of Income Over Expenditures		\$ 321,771
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Notes:- (a) Compared to this figure there is, as shown following, a \$3,709,126 unexpended balance available for the current fiscal year beginning 7/1/60 (which is the last year of the biennium).

(b) This schedule summarizes total expenses, including interest and depreciation, so will differ from operating figures for revenue bond funds shown on preceding pages.

Overall Institutional Balance Sheet, condensed, showing all Eastern Illinois University's funds as of 6/30/60:-

	<u>ASSETS</u>	
Education & Gen'l Funds: Cash	\$ 270,964	
Unexpended		
State Appropriations	<u>3,709,126</u>	\$3,980,090
Auxiliary Enterprises: Cash & Investments	\$ 43,100	
Accounts Receivable	326	
Inventories	15,371	
Plant & Equipment (Net)	<u>194,539</u>	253,336
National Science Foundation - Cash		46,273
Plant Funds: Unexpended Appropriations	\$1,525,000	
Land	200,394	
Buildings	7,571,202	
Equipment	1,707,205	
Miscellaneous Facilities	<u>877,525</u>	\$11,881,326

Rev Bond Funds: Cash & Investments:			
Construction Funds	\$	48,878	
Other Funds		414,555	
Inventories & Accts Receivable		15,210	
Fixed Assets (Net)		3,099,179	
Deferred Charges		<u>80,507</u>	\$3,658,329
Agency Funds - Cash & Investments			58,605
Loan Funds: Cash & Investments	\$	35,454	
Notes Receivable		<u>117,193</u>	152,647
Endowment Fund - Cash & Investments			<u>6,079</u>
Total Assets			\$20,036,685

		<u>Liabilities, Reserves & Surplus</u>	
Education & Gen'l Funds:	State Appropriations	\$3,735,101	
	Surplus:		
	Reserved for		
	Encumbrances	29,757	
	Unappropriated	<u>215,232</u>	\$ 3,980,090
Auxil Enterprises:	Accts Payable, Deferred		
	Income & Deposits	\$ 6,263	
	Capital Surplus	195,044	
	Earned Surplus	<u>52,029</u>	253,336
National Science Foundation - Restricted Funds			46,273
Plant Funds: Unexpended Plant Funds	\$	1,525,000	
Net Invested in Plant		<u>10,356,326</u>	11,881,326
Revenue Bond Funds: Current Liabilities			
& Deferred Income	\$	69,593	
Bonds Payable		2,897,000	
Surplus & Reserves		<u>691,736</u>	3,658,329
Agency Funds			58,605
Loan Funds			152,647
Endowment Fund			<u>6,079</u>
Total Liabilities, Reserves & Surplus			\$20,036,685

Mr. Hollingsworth moved that the Notice of Sale and Official Statement on the proposed issue of \$600,000 Eastern Illinois University Residence Halls and Student Center Improvement Bonds, Series 61, as prepared by Barcus, Kindred & Co., be ratified, approved and confirmed by this Board. Mr. Wilkins seconded the motion and it was unanimously carried.

Mr. Ropp, Secretary of the Board, presented Publisher's Affidavit of publication of said Notice of Sale.

Mr. Hollingsworth moved that said Notice of Sale as so published in The Daily Bond Buyer on June 6, 1961, be ratified, approved and confirmed by this Board. Mr. Ropp seconded the motion and it was unanimously carried.

The Secretary stated that the following were all the bids which had been received in compliance with said Notice of Sale for the purchase of \$600,000 Eastern Illinois University Residence Halls and Student Center Improvement Bonds, Series 1961:

<u>Bidder</u>	<u>Coupon Rates</u>	<u>Premium</u>	<u>Amount</u>	<u>%</u>
Barcus, Kindred & Co.	Bonds due 1963-1969 3½%	\$339.48	\$165,425.52	3.73
	Bonds due 1970-1973 3.90%			
Mullaney, Wells & Co.	Bonds due 1963-1972 4½%	\$ 15.00	\$197,610.00	4.45569
	Bonds due 1973 4.25%			

These bids were tabulated and Mr. Ropp moved that the bid of Barcus, Kindred & Co., Chicago, for the purchase of said bonds be accepted, and that the paying agents for this bond issue are the Harris Trust and Savings Bank, Chicago, Illinois, and its correspondent, Chemical Bank New York Trust Co., New York City, New York. Mr. Hollingsworth seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Hollingsworth moved that all bids be rejected except the low bid of Barcus, Kindred & Co., and the deposit checks be returned. Mr. Dunbar seconded the motion and it was unanimously carried.

Mr. Hollingsworth moved the adoption of the following Resolution:

A RESOLUTION transferring moneys among the Revenue Funds established by the Teachers College Board of the State of Illinois for Eastern Illinois University in connection with revenue bonds of Series 1950, 1956, and 1961 in order to meet the needs of \$600,000 Residence Halls and Student Center Improvement Bonds, Series 1961, and the project for which such bonds are to be issued.

WHEREAS, the Teachers College Board of the State of Illinois plans to issue \$600,000 Residence Halls and Student Center Improvement Bonds, Series 1961, for the purpose of providing funds to pay part of the cost of the construction of remodeling improvements to Pemberton Hall, Lincoln Hall, Douglas Hall, Ford Hall, McKinney Hall, Weller Hall, and the University Union, all located on the campus of Eastern Illinois University at Charleston, Illinois; and

WHEREAS, there are surplus moneys in the Revenue Funds established by the Teachers College Board of the State of Illinois for Eastern Illinois University in connection with both its Series 1950 and Series 1956 revenue bond issues; and

WHEREAS, said surplus is available for transfer within certain limits imposed by the resolutions authorizing said Series 1950 and Series 1956 bonds; and

WHEREAS, said Teachers College Board does now find and determine that it is advisable and necessary to make certain such transfers to meet the needs of \$600,000 Residence Halls and Student Center Improvement Bonds, Series 1961, and the project for which such bonds are to be issued; and

WHEREAS, during the fiscal year ending June 30, 1962, no expenses of operation and maintenance need be paid from the Revenue Fund to be established in connection with said Series 1961 bonds, except fees charged by the paying agent or agents on said bonds and premiums charged for insurance required to be carried in connection with such Series 1961 bonds, all estimated to cost a total of less than \$1,000; and

WHEREAS, all other requirements of said Revenue Fund to be established in connection with said Series 1961 bonds are now precisely determinable based upon an accepted bid for the purchase of said bonds;

NOW, THEREFORE, Be It and It Is Hereby Resolved by the Teachers College Board of the State of Illinois as follows:

1. That there be transferred from "The Teachers College Board Revenue Fund of 1950 for the Eastern Illinois State College at Charleston, Illinois", to the "Bond Reserve Account" in "The Teachers College Board Revenue Fund of 1956 for Eastern Illinois State College at Charleston, Illinois", cash and/or securities in the amount of \$41,000 which amount is hereby declared surplus to the aggregate requirements of all Accounts in said "The Teachers College Board Revenue Fund of 1950 for the Eastern Illinois State College at Charleston, Illinois."
2. That there be transferred from "The Teachers College Board Revenue Fund of 1956 for Eastern Illinois State College at Charleston, Illinois", to the Accounts to be established by resolution of this Board authorizing the said \$600,000 Series 1961 bonds cash as follows:
 - (a) \$15,000 to the Construction Account to pay part of the cost of the project for which said Series 1961 bonds are being issued.
 - (b) \$1,000 to the Operation and Maintenance Account to pay the expenses of the project during the fiscal year ending June 30, 1962, as referred to in the preamble hereof.
 - (c) \$22,000 to the Bond Account to pay interest due on January 1 and July 1 of 1962 on said \$600,000 Series 1961 bonds.
 - (d) \$15,000 to the Bond Reserve Account, representing the deposits to be made therein during the fiscal year ending June 30, 1962, in accordance with the requirements of the resolution to be passed by this Board authorizing said \$600,000 Series 1961 bonds.

all such transfers representing part of the surplus available for such transfer in accordance with the provisions of Section 8(7) of the resolution of this Board authorizing said Series 1956 bonds.

3. That no deposit be made during the fiscal year ending June 30, 1962, nor thereafter unless and until this Board by resolution shall so determine to the Depreciation Account to be established by resolution of this Board authorizing said \$600,000 Series 1961 bonds.
4. That all surplus moneys remaining in "The Teachers College Board Revenue Fund of 1956 for Eastern Illinois State College at Charleston, Illinois", after making the transfers set forth in Section 2 hereof are hereby declared to be surplus to the needs and purposes of said \$600,000 Series 1961 bonds during the fiscal year ending June 30, 1962, and therefore need not be transferred to any Funds or Accounts to be established by the resolution of this Board authorizing said Series 1961 bonds.
5. That there be transferred among the several Accounts in "The Teachers College Board Revenue Fund of 1956 for Eastern Illinois State College at Charleston, Illinois", after making the transfers set forth in Section 2 hereof, such amounts as will make the balance in the following Accounts thereof not less than:
 - (a) \$33,925 in the Bond Account.
 - (b) \$125,000 cash and/or securities in the Bond Reserve Account.
 - (c) \$37,500 cash and/or securities in the Depreciation Account.
6. That all of the foregoing transfers be made as of June 30, 1961.

Mr. Wilkins seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. McBride moved that in the event the lowest responsible bidder, Moore & Shepard, Inc., Mattoon, fails to enter into a contract for the plumbing work at the bid price, then the contract be awarded by this Board to the second lowest responsible bidder, and the Board institute action to collect the difference in bid price from Moore & Shepard, Inc., Mattoon. Mr. Dunbar seconded the motion, roll was called and the vote was as follows:

Mr. Dunbar	Aye	Mr. Reed	Absent
Mr. Hollingsworth	Aye	Mr. Ronan	Absent
Mr. McBride	Aye	Mr. Ropp	Aye
Mrs. Madlener	Aye	Mr. Stipes	Aye
Mr. Puffer	Absent	Mr. Stone	Aye
	Mr. Wilkins	Aye	

The motion was unanimously carried.

Mr. Stipes thanked Dr. Doudna and his staff at Eastern for their generous hospitality.

There being nothing further to come before the Board at this time, Mr. Stipes declared the meeting adjourned until the next regularly scheduled meeting on July 17, at Western Illinois University, Macomb, Illinois.

R. A. Stipes
Chairman

Clarence R. Ropp
Secretary





